

October 1961
JOHN F. KENNEDY ASSASSINATION COMMISSION
Folder: Personnel Manual R-8
80-101

SECRET

Official Personnel Folder

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JOB 72-60 BOX 26

315392

67 JAN 1962

ONEAL, BIRCH D. TERMINATED 68553 D

SECRET
(When Filled In)

CERTIFICATION OF SEPARATING EMPLOYEE

Name (Last-First-Middle)

O'NEAL, BIRCH D.

MEMORANDUM FOR THE RECORD - ATTACH TO OFFICIAL PERSONNEL FOLDER

I hereby acknowledge the receipt of the following forms and/or information concerning my separation from CIA as indicated by check mark:

| | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | 1. Standard Form 8 (Notice to Federal Employee about Unemployment Compensation). |
| <input checked="" type="checkbox"/> | 2. Standard Form 55 (Notice of Conversion Privilege, Federal Employees' Group Life Insurance). |
| <input checked="" type="checkbox"/> | 3. Standard Form 56 (Agency Certification of Insurance Status, Federal Employers' Group Life Insurance Act of 1954). |
| <input checked="" type="checkbox"/> | 4. Standard Form 2802 (Application for Refund of Retirement Deductions). |
| <input checked="" type="checkbox"/> | 5. Form 2595 (Authorization for Disposition of Paychecks). |
| <input checked="" type="checkbox"/> | 6. Applicable to returnee (resignee from overseas assignment). I have been advised of my right to have a medical examination before my separation from this Agency and of the importance of such a medical check to my health and well-being. <input type="checkbox"/> Appointment arranged with Office of Medical Services. <input type="checkbox"/> Appointment for Office of Medical Services examination declined. |
| <input checked="" type="checkbox"/> | 7. I have been informed of "conflict of interests" policy of the Agency and foresee no problem in this regard concerning my new employment. |
| <input checked="" type="checkbox"/> | 8. Form 71 (Application for Leave). |
| <input checked="" type="checkbox"/> | 9. CSC Pamphlet 51 (Re-employment Rights of Federal Employees Performing Armed Forces Duty). |
| <input checked="" type="checkbox"/> | 10. Instructions for returning to duty from Extended Leave or Active Military Service. |

Signature of Employee

Birch D. O'Neal

Date Signed

February 26, 1970

Address (Street, City, State, Zip Code)

5704 Ridgefield Rd.
Washington D.C.
20025

Correspondence

☒ Overt

☐ Covert

SECRET

SECRET

(If Not Filled In)

| REQUEST FOR PERSONNEL ACTION | | | | DATE PREPARED | |
|--|---|--|-----------------------------------|---|---|
| 1 SERIAL NUMBER 058553 | | | | 2 NAME (Last-First-Middle) O'NEAL BIRCH D. | |
| 3 DEPARTMENT (VOLUNTARY) UNDER THE CIA RETIREMENT & DISABILITY SYSTEM | | | | 4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR 02 28 70 | |
| 5 FUNDS X V TO V CF TO V CF TO CF | | | | 6 CATEGORY OF EMPLOYMENT Regular | |
| 7 ORGANIZATIONAL DESIGNATIONS DDP/CI Staff | | | | 8 LEGAL AUTHORITY (Completed by Office of Personnel) P.L. 89-643 Sec. 223 | |
| 9 ORGANIZATIONAL DESIGNATIONS DDP/CI Staff | | | | 10 LOCATION OF OFFICIAL STATION Washington, D.C. | |
| 11 POSITION TITLE Ops Officer CH | | | | 12 POSITION NUMBER 0022 | |
| 13 CAREER SERVICE DESIGNATION D | | | | 14 CLASSIFICATION SCHEDULE (GS, F, R, etc.) GS | |
| 15 OCCUPATIONAL SERIES 0156.01 | | | | 16 GRADE AND STEP 16 7 | |
| 17 SALARY OR RATE \$ 30,054 | | | | 18 REMARKS Last working day will be 27 February 1970. Recommended for Agency Reserve Program. 1152 telecoord. w/ [unclear] ROE, 2/25/70 cc: Finance and Security | |
| 18A SIGNATURE OF REQUESTING OFFICIAL [Signature] CI STAFF | | | | 18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER [Signature] | |
| DATE SIGNED 2-19-70 | | | | DATE SIGNED 2/23 | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | |
| 19 ACTION CODE 45 | 20 EMPLOY CODE 10 | 21 OFFICE CODING NUMERIC ALPHABETIC | 22 STATUS CODE | 23 INTEGREE CODE | 24 HOURS CODE 1 |
| 25 DATE OF BIRTH MO. DA. YR. 06 10 13 | 26 DATE OF GRADE MO. DA. YR. | 27 DATE OF LEI MO. DA. YR. | 28 NTE EXPIRES MO. DA. YR. | 29 SPECIAL REFERENCE 1-ESC 2-UNB 3-FICA 4-NONE | 30 RETIREMENT DATA CODE C, J, CO, O, U. |
| 31 SEPARATION DATA CODE TYPE MO. DA. YR. | 32 CORRECTION CANCELLATION DATA EOD DATA | 33 SECURITY RTO NO | 34 SEX | 35 VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT | 36 SERV COMP DATE MO DA YR |
| 37 LONG COMP DATE MO DA YR | 38 CAREER CATEGORY CODE 1-YES 2-NO | 39 FEDERAL HEALTH INSURANCE CODE 0-WAIVER 1-YES | 40 SOCIAL SECURITY NO | 41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS) | 42 STATUS CAT CODE |
| 43 FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO | 44 STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO | 45 POSITION CONTROL CERTIFICATION 2-26-70 | 46 OP APPROVAL Harry B. Fisher | 47 DATE APPROVED 26 Feb 70 | |

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

(4)

SECRET

(If box filled in)

| REQUEST FOR PERSONNEL ACTION | | | | DATE PREPARED | |
|---|-----------------------|----------------------------------|----------------------------------|---|-----------------------------------|
| | | | | 16 February 1970 | |
| 1. SERIAL NUMBER | | 2. NAME (Last-First-Middle) | | | |
| 058553 | | O'NEAL, BIRCH D. | | | |
| 3. NATURE OF PERSONNEL ACTION | | | 4. EFFECTIVE DATE REQUESTED | | 5. CATEGORY OF EMPLOYMENT |
| DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM | | | MONTH DAY YEAR 02 22 70 | | REGULAR |
| 6. FUNDS | | 7. COST CENTER NO. CHARGE | | 8. LEGAL AUTHORITY (Completed by Office of Personnel) | |
| <input checked="" type="checkbox"/> V TO V <input type="checkbox"/> V TO CP <input type="checkbox"/> CP TO V <input type="checkbox"/> CP TO CP | | 0227 0170 | | PL 88-643 Sect. 203 | |
| 9. ORGANIZATIONAL DESIGNATION | | | 10. LOCATION OF OFFICIAL STATION | | |
| DDP/CI STAFF | | | WASHINGTON, D. C. | | |
| 11. POSITION TITLE | | | 12. POSITION NUMBER | 13. CAREER SERVICE DESIGNATION | |
| | | | | D | |
| 14. CLASSIFICATION SCHEDULE (GS, EB, etc.) | | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE | |
| | | | 16 - | 3 | |
| 18. REMARKS | | | | | |
| | | | | | |
| 18A. SIGNATURE OF REQUESTING OFFICIAL | | DATE SIGNED | | 18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER | |
| | | | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | |
| 19. ACTION CODE | 20. EMPLOY CODE | 21. OFFICE CODING | | 22. STATION / CODE | 23. INTEGRITY CODE |
| | | NUMERIC ALPHABETIC | | | |
| | | | | | |
| 24. NTS EXPIRES | 25. SPECIAL REFERENCE | 30. RETIREMENT DATA | | 31. SEPARATION DATA CODE | 32. CORRECTION, CANCELLATION DATA |
| MO. DA. YR. | | 1-CSE 2-PLA 3-NONE | | TYPE | MO. DA. YR. |
| | | 2 | | | |
| 33. VET PREFERENCE | 34. SERV COMP DATE | 35. LONG COMP DATE | 36. CAREER CATEGORY | 37. FICA HEALTH INSURANCE | 38. SOCIAL SECURITY NO. |
| CODE | MO. DA. YR. | MO. DA. YR. | CARE RESP. PROV. TEMP. | CODE | CODE |
| 0-NONE 1-5 PT 2-10 PT | | | | 0-WAIVER 1-YES | |
| 41. PREVIOUS GOVERNMENT SERVICE DATA | 42. LEAVE CAT. | 43. FEDERAL TAX DATA | | 44. STATE TAX DATA | |
| CODE | CODE | CODE | | CODE | |
| 0-NONE 1-NONE 2-BELIEF IN SERVICE (LESS THAN 3 YEARS) 3-BELIEF IN SERVICE (MORE THAN 3 YEARS) | | ARMY EXECUTED 1-YES 2-NONE | | ARMY EXECUTED 1-YES 2-NONE | |
| 45. POSITION CONTROL CERTIFICATION | | | 46. OP APPROVAL | | DATE APPROVED |
| 2-20-70 PB | | | Harry B. Fuh | | 17 Feb 70 |

FORM 1152 USE PREVIOUS EDITION
6-63OP-1
1-68

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

(4)

8 SEP '70

Mr. Birch D. O'Neal
5704 Ridgefield Road
Washington, D. C. 20016

Dear Mr. O'Neal:

It is the practice of the Organization to follow up with former employees six months after their retirement. We hope by such inquiry to obtain information on what our retirees are doing and where they are located, invite suggestions for improving the retirement program and to learn if the Organization might be of some assistance on any post-retirement matters.

We should like very much to hear from you on the above points and on any other topics you think would be useful to us.

For your convenience in replying, we have enclosed a sheet somewhat akin to a form on which we have listed those standard items of information we'd like to have on every retiree. The remainder of the sheet, including the reverse side, is for your comments and suggestions. We shall be most appreciative of your fullest response to this inquiry.

Thank you very much for your cooperation.

Sincerely yours,


Personnel Officer

Enclosures:
Questionnaire
Return Envelope

Distribution:
Original - Addressee
1 - OPF
1 - RAD Subject's File

OP/RAD/FFAB/MLShobe:mlp (1 Sept. 1970)

12 February 1970

MEMORANDUM FOR: Chief, CI Support

SUBJECT: Resume of Employment - Birch D. O'Neal

1. Attached is a proposed resume of my employment covering the entire service to the U. S. Government.

2. I would propose to use this should the need arise. However, I would not like to be restricted to the statements therein. In 1968 I applied for admission to the Bar in the District of Columbia and prepared a detailed response to certain questions in the application. The information provided at that time went on record and should the occasion arise, I would like to be in a position to make the same statements. I do not think that such a situation will occur, but if it does, I would propose to support the attached resume with the more detailed information attached hereto and which appeared in that application.

Birch D. O'Neal
Birch D. O'Neal

Attachments:
As stated.

RESUME

U. S. GOVERNMENT SERVICE

BIRCH D. O'NEAL

From January 10, 1938 on entering U. S. government service as a Special Agent of the Federal Bureau of Investigation to February 28, 1970 (with exception of a few months in the fall and winter of 1946-47) was employed by various Departments and Agencies of the U. S. Government, including the Federal Bureau of Investigation, U. S. Department of Justice, U. S. Department of State, and Central Intelligence Agency. In this period of more than 32 years steadily advanced in salary with commensurate responsibilities from \$3200 per annum to more than \$30,000 per annum while holding various titles including Special Agent, Legal Attache, Civil Attache, and Foreign Affairs Officer. More than 12 years of this service was performed while stationed abroad or in travel status in many foreign countries of Latin America, Europe and Africa.

While the entire service involved utilization of legal training and conduct of investigations affecting the national security interests of the United States, that from September

1942 to February 1970 (voluntary retirement) also involved direct supervision of investigative and clerical assistants (on occasions more than 50 employees and expenditure of extensive funds). The service also involved extensive liaison with foreign government and other U. S. government officials. Liaison on occasions, both domestic and foreign, related to matters of the highest sensitivity and importance and accordingly was conducted at highest levels (Cabinet and sub-Cabinet).

14-00000

SUPPLEMENTARY INFORMATION

February 1947 - March 1947. In February 1947 I entered on duty with what was known as the Central Intelligence Group, 2430 E Street, N.W., Washington, D. C., a government body created by Executive Order which was a predecessor to the Central Intelligence Agency. I was a legal liaison officer with this group.

March 1947 - December 1949. During this period I was detailed to the U. S. Department of State, 20th Street and Virginia Avenue, N.W., Washington, D. C., where I was assigned to the U. S. Embassy, Caracas, Venezuela, as Attache. In that capacity I prepared reports and advised and counselled the U.S. Ambassador on matters of a legal and political nature. In this work I employed legal knowledge, background and experience as related to the laws of the United States and the Republic of Venezuela.

January 1950 to December 1951 - Central Intelligence Agency, 2430 E Street, N.W., Washington, D. C. In this period I was assigned to duties involving liaison on legal matters with other departments of the U. S. Government including the Department of Defense, Department of Justice (Immigration and Naturalization Service and Federal Bureau of Investigation) and the Department of State. Criteria for the position included knowledge, application and interpretation of U. S. and foreign laws. The establishment of the position was at the instance of the General Counsel of the Agency and my selection to the position was with his concurrence. The assignment required close working coordination and collaboration with the General Counsel of the Agency and other governmental legal counsel. I discontinued this particular work to enable me to again undertake further assignment with the Department of State as a member of the Foreign Service Staff Corps.

December 1951 - April 1954 - U. S. Department of State, Foreign Service Staff, Washington, D. C. During this period I served as Attache, Political Officer, American Embassy, Guatemala City, Guatemala. In that capacity I gathered information concerning the legal system, laws, and enforcement thereof and counselled and advised the U. S. Ambassador on matters of a legal and political nature. In this work I employed legal knowledge and experience as related to the laws of the United States and the Republic of Guatemala. I resigned from this position in Guatemala to return to the U. S. for personal and family reasons.

April 1954 - to Present - Central Intelligence Agency,
2430 E Street, N.W., Washington, D. C. I have been employed
with this Agency since April 1954 as a Foreign Affairs Officer.
In that capacity I have had regular, almost daily contact and
liaison with the Department of Justice and Department of State
representatives on matters of a legal and political nature.
My duties involve the application of knowledge and experience
in the legal field, both foreign and domestic.

SECRET

27 FEB 1970

MEMORANDUM FOR : Mr. Birch D. O'Neal
THROUGH : Head of D Career Service
SUBJECT : Notification of Approval of Request for
Voluntary Retirement

1. I am pleased to inform you that your request for voluntary retirement under the CIA Retirement and Disability System has been approved by the Director of Central Intelligence.

2. Your retirement will become effective 28 February 1970. Your annuity will commence as of 1 March 1970 and is payable 1 April 1970. You may be assured that every effort will be made to expedite delivery of your first check following completion of the administrative processing required to effect your retirement.

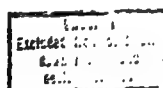
3. You will receive a lump-sum payment for your accrued annual leave up to 30 days or for whatever amount of leave credit you carried over from the last calendar year if that amount is more than 30 days.

Robert S. Wattles
Director of Personnel

Distribution:

- 0 - Addressee
- 1 - D/Pers
- 1 - OP Files
- 1 - ROB Soft File
- 1 - ROB Reader

OP/RAD/ROB/PJSeidel:jat/3257 (26 February 1970)



SECRET

FVO, 28 FEB 70

NOTIFICATION OF PERSONNEL ACTION

DEF

| | | | |
|--|-----------------------------------|---------------------------------|--------------------------------|
| 1 SERIAL NUMBER | | 2 NAME (LAST FIRST MIDDLE) | |
| 050553 | | NEAL BIRCH D | |
| 3 NATURE OF PERSONNEL ACTION | | 4 EFFECTIVE DATE | 5 CATEGORY OF EMPLOYMENT |
| RETIREMENT (VOLUNTARY) UNDER CIA RETIREMENT & DISABILITY SYSTEM | | NO DA 18 02 15 70 | REGULAR |
| 6 FUNDS | 7 | 8 Finance Annuity No Chargeable | 9 CSC OR OTHER LEGAL AUTHORITY |
| <input checked="" type="checkbox"/> V TO V | <input type="checkbox"/> V TO CF | 0277 0170 (XXX) | P.L. 88-643 SECT 233 |
| <input type="checkbox"/> CF TO V | <input type="checkbox"/> CF TO CF | | |
| 10 ORGANIZATIONAL DESIGNATIONS | | 11 LOCATION OF OFFICIAL STATION | |
| | | | |
| 12 POSITION TITLE | | 13 POSITION NUMBER | 14 SERVICE DESIGNATION |
| OPS OFFICER (H) | | 14122 | D |
| 15 CLASSIFICATION SCHEDULE (GS, LB, etc.) | 16 OCCUPATIONAL SERIES | 17 GRADE AND STEP | 18 SALARY OR RATE |
| GS | 0136.01 | 16 7 | 30054 |
| 19 REMARKS | | | |
| | | | |
| SIGNATURE OR OTHER AUTHENTICATION | | | |
| | | | |

FORM
5-66

1150

Use Previous
Edition

(4-51)

70-1274

8 3 70-1553

Mr. Birch D. O'Neal
5704 Ridgetfield Road
Washington, D. C. 20016

Dear Birch:

As you reach the end of your active career of Government service, I want to join your friends and colleagues in wishing you continued success and satisfaction in your retirement.

You have been privileged to face the challenge of important responsibilities during your more than thirty-one years of service to your country. The success with which you have met this challenge should be a source of lasting pride and satisfaction to you.

May I extend to you, personally and officially, my sincere appreciation for the important work you have done and my warmest hopes that you will find full enjoyment in the years ahead.

Sincerely,

/s/ Richard Helms

Richard Helms
Director

Good luck and best wishes!

Distribution:

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1 - C/EAB/OS

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1 - ROB Soft File

1 - ROB Reader

Originator:

/s/ Robert D. Lutton

Director of Personnel

Concur:

SIGNED
C/EAB/OS

OP/RAD/ROB/PJSeidel:jat/3257 (6 March 1970)

SECRET

Executive Registry

7C 4H

MEMORANDUM FOR : Director of Central Intelligence

SUBJECT : Request for Voluntary Retirement
Birch D. O'Neal

1. This memorandum submits a recommendation for your approval; this recommendation is contained in paragraph 4.

2. Mr. Birch D. O'Neal, GS-16, Operations Officer, Counter Intelligence Staff, Clandestine Service, has applied for voluntary retirement under the provisions of Headquarters Regulation 20-50j, to be effective 28 February 1970.

3. Mr. O'Neal has been designated a participant in the CIA Retirement and Disability System and meets the technical requirements for voluntary retirement under the system. He is 56 years old with over 31 years of Federal service. This service includes over 22 years with the Agency of which 5 years were in qualifying service. The Head of the Clandestine Service Career Service has recommended that his application for voluntary retirement be approved. I endorse this recommendation.

4. It is recommended that you approve the voluntary retirement of Mr. Birch D. O'Neal under the provisions of Headquarters Regulation 20-50j.

CHARTERED BY THE BOARD OF DIRECTORS

Robert S. Wattles
Director of Personnel

The recommendation contained in paragraph 4 is approved:

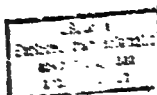
/s/ Richard Helms

Director of Central Intelligence

27 FEB 1970

Date

SECRET



1 October 1968

Mr. C. R. Locke
Director
National Conference of Bar Examiners
155 East 60th Street
Chicago, Illinois 60637

Dear Mr. Locke:

With reference to your letter of 26 September 1968 concerning Mr. Birch Dinearth O'Neal, I have known Mr. O'Neal since the late 1940s. In 1947 we were establishing formal liaison with the Bureau of Immigration and Naturalization and, because of thorough knowledge of the complex immigration laws was essential, I proposed that this position must go to a lawyer. Mr. O'Neal was selected and performed very well in that job, which required constant liaison with this office on the legal aspects.

In Mr. O'Neal's assignments since that time, I have had occasion to work with him from time to time on a variety of problems. I have found he has had a good grasp of the legal aspects of those matters. From this long association my conclusion is that Mr. O'Neal's moral character is good, he has sound background in the field of law, and is generally fit for the practice of law.

Sincerely,

sl

Lawrence R. Houston
General Counsel

OGC:LRH:geb
OGC:chron
OGC subject R R ADMISSIONS

National Conference of Bar Examiners

AMERICAN BAR CENTER
1155 EAST 60TH STREET
CHICAGO, ILLINOIS 60637
C. RICHARD LOCKE, DIRECTOR

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ROY WILKINSON, JR. BELLEFONTE, PA.

September 25, 1968

Director of Personnel
Central Intelligence Agency
2430 E Street N. W.
Washington, D. C.

Dear Sir:

Our Conference has, as one of its purposes, the work of investigating the moral character and fitness for the practice of law of those attorneys of one state who seek admission to the bar of another. In this connection, we have been asked to report on BIRCH DILWORTH O'NEAL, 55, a member of the bar of Georgia who is applying for admission to the bar of the United States District Court for the District of Columbia.

Mr. O'Neal states he has had the following employment with the Central Intelligence Agency:

| | | |
|----------------------------------|-------------------------------|--------------------------|
| February 1947 to March 1947 | Central Intelligence Group | Legal Liaison Officer |
| January 1950 to December 1951 | Legal employment with the CIA | |
| April 1954 to date | Foreign Affairs Officer | |

We wish to verify this information with you and to obtain as well any information concerning his qualifications you may wish to present to the admitting authority.

Can you also verify for us the following government employment as given by Mr. O'Neal:

| | | |
|--------------------------------|---------------------|---|
| March 1947 to December 1949 | Department of State | U. S. Embassy Caracas, Venezuela |
| December 1951 to April 1954 | Department of State | U. S. Embassy Guatemala City, Guatemala |

Thank you for your assistance.

Sincerely,
C. R. Locke
C. R. Locke, Director

CRL:oo

All information solicited and received for character reports is confidential and restricted to official use by the proper admitting authority.

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National Conference of Bar Examiners

AMERICAN BAR CENTER
1155 EAST 60TH STREET
CHICAGO 37, ILLINOIS
C. RICHARD LOCKE, DIRECTOR

October 16, 1968

Director of Personnel
Central Intelligence Agency
2430 E Street, N.W.
Washington, D.C.

Dear Sir:

As our report must be filed with the admitting authority very soon, we would greatly appreciate a reply to our inquiry

Dated: September 25, 1968

Concerning: BIRCH DILWORTH O'NEAL

Applicant for admission

to the bar of U. S. Dist. Court for D.C.

For your convenience we enclose a copy of our previous letter.

Very truly yours,

C. Richard Locke

C. Richard Locke, Director

*Already answered
JEP*

National Conference of Bar Examiners

AMERICAN BAR CENTER
1155 EAST 60TH STREET
CHICAGO ILLINOIS 60637
C. RICHARD LOCKE, DIRECTOR

September 25, 1968

Director of Personnel
(Central Intelligence Agency)
2410 F Street N. W.
Washington, D. C.

Dear Sir:

Our Conference has, as one of its purposes, the work of investigating the moral character and fitness for the practice of law of those attorneys of one state who seek admission to the bar of another. In this connection, we have been asked to report on BIRCH WILMOUTH O'NEAL, SR., a member of the bar of Georgia who is applying for admission to the bar of the United States District Court for the District of Columbia.

Mr. O'Neal states he has had the following employment with the Central Intelligence Agency:

| | | |
|----------------------------------|-------------------------------|--------------------------|
| February 1947 to March 1947 | Central Intelligence Group | Legal Liaison Officer |
| January 1950 to December 1951 | Legal employment with the CIA | |
| April 1954 to Date | Foreign Affairs Officer | |

We wish to verify this information with you and to obtain as well any information concerning his qualifications you may wish to present to the admitting authority.

Can you also verify for us the following government employment as given by Mr. O'Neal:

| | | |
|--------------------------------|---------------------|---|
| March 1947 to December 1949 | Department of State | U. S. Embassy Caracas, Venezuela |
| December 1951 to April 1954 | Department of State | U. S. Embassy Guatemala City, Guatemala |

Thank you for your assistance.

Sincerely,

C. R. Locke, Director

CR:eo

THE CONFERENCE
PAUL E. HARTMAN
SECRETARY
WENDELL E. BRADFORD
CHARTERED MANAGER
THE OFFICERS AND
ROBERT E. BEYER, JR.
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DAYTONA BEACH, FLA
BIRMINGHAM, ALA
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NEW YORK, N. Y.
HONOLULU, HAWAII
PHOENIX, ARIZ
ST. PAUL, MINN
PITTSBURGH, PA

DUP

29 OCT 1968

Mr. C. Richard Locke, Director
National Conference of Bar Examiners
American Bar Center
1155 East 60th Street
Chicago, Illinois 60637

Dear Mr. Locke:

This is in reference to your letter requesting information concerning Mr. Birch Dilworth O'Neal's employment and qualifications.

Mr. O'Neal has been employed by this Agency since 11 February 1947. On two occasions, March 1947 to December 1949 and December 1951 to April 1954, he was detailed to the Department of State.

During the more than 20 years this employee has been with the Central Intelligence Agency, his performance has been consistently high. Mr. O'Neal is one of our senior officials and is highly regarded.

If I can be of further service to you, please do not hesitate to get in touch with me.

Sincerely,

/s/ Robert S. Wattles

Robert S. Wattles
Director of Personnel

Distribution:

- 0 - Addressee
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- 1 - D/Pers Chrono
- 1 - EEAB

OP/EEAB/Post:dag

OD/Pers/RDKenne :mtw (28 Oct 68) - Rewritten

SECRET

11 September 1968

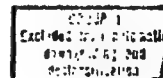
MEMORANDUM FOR: Mr. Lawrence R. Houston
General Counsel

SUBJECT: Application for Admission to the Bar of
the District of Columbia - Birch D. O'Neal.

1. You recall I spoke to you about my application for admission to the Bar in the District of Columbia. The application has been filed. You have been listed as one of three persons connected with the U. S. Government in the Washington, D. C., area with whom I am personally acquainted and who are familiar with my work in the Department of Justice and other Branches of the U. S. Government. The others are Mr. S. J. Papich of the F.B.I. and Mr. Thomas C. Mann, former Foreign Service Officer with whom I worked, Ambassador, and later President of the Automobile Manufacturer's Association.

2. My application is being considered primarily on the basis of education qualifications as provided in the rules prior to admission to the Bar and reciprocity between the states of Georgia and the District of Columbia on matters of admission. They may not contact you but for your information in case they do, attached are copies of Attachments B, D, E and F of the application for admission which I filed in the District recently. You will note that in the last paragraph of Attachment B that services performed since April 1954 is carried in the capacity of a Foreign Affairs Officer. [redacted] and primarily at their instance and I did not think it would jeopardize my case if, in fact, I could otherwise qualify under the experience provisions of the District rules. In any event, the information herein may be helpful to you in the event you are called upon to respond to an inquiry.

3. I am sending copies of this and the attachments to the Office of Security and Office of Personnel and I should hope that any response from these various elements of the



SECRET

-2-

Agency at least would be coordinated with the other respective offices to avoid any confusion and difficulties for me in the course of the investigation which will be made to determine my qualifications for admission to the Bar in the District of Columbia.

BIRCH D. O'NEAL
CI/SIG

Distribution:

Original & 1 - Addressee
1 - Director of Security
① - Director of Personnel ✓

Attachments:
As stated.

SECRET

ATTACHMENT B

The following information is provided in response to Item 3, Page 3 of Applicant's Questionnaire and Affidavit:

July 1937 - January 1938, Decatur County Courthouse, Bainbridge, Georgia - associated with father, M. E. O'Neal, Sr. I engaged in the general practice of law and served as assistant to my father in the preparation of civil cases. He was the Solicitor (Prosecuting Attorney) for the City Court of Bainbridge which had general jurisdiction throughout Decatur County. I represented defendants in criminal cases in the City Court of Bainbridge during a period in which my father was ill. My oldest brother, Maston Barrett O'Neal, Jr., presently Congressman from the Second District of Georgia, was Solicitor Pro-Tem of that Court. I represented defendants in criminal cases in the Superior Court of Decatur County (Albany Judicial Circuit) which was and is a Court of unlimited, general, jurisdiction. Practice was both civil and criminal and included contracts, torts, real and personal property law, title searches, etc. I left this practice for the purpose of entering on duty with the U. S. Department of Justice on January 10, 1938 when I became a Special Agent of the Federal Bureau of Investigation. Requirements for admission to that service included having a law degree and admission to the bar.

January 1938 - 30 May 1942 - U. S. Department of Justice, 10th Street and Pennsylvania Avenue, N.W., Washington, D. C. During this period I was engaged in gathering evidence, preparing investigative reports and prosecutive summaries, assisting U. S. Attorneys in preparation of cases for trial, and otherwise serving the U. S. Department of Justice in its many and varied peacetime and wartime responsibilities. This involved daily application of legal knowledge and experience for which I had been educated and trained and as required for the government position which I held. I served in field offices at Omaha, Nebraska, Memphis, Tennessee, Charlotte, North Carolina, New York, N. Y., Albany, New York, as Assistant Special Agent in Charge, and in the Department in Washington, D. C. as Administrative Assistant to J. Edgar Hoover. In addition I was designated and served as Legal Attache, American Embassy, Bogota, Colombia, from September 1942 to June 1943. In that capacity I was the highest ranking

APPENDIX B (Continued)

ranking representative of the U. S. Department of Justice at that point. My duties consisted of gathering information of interest in and required in the enforcement of laws of the United States and the Republic of Colombia, handling matters requiring liaison between the Government of the Republic of Colombia and the United States Department of Justice and counselling the United States Ambassador and the United States Secretary of State for American Republic Affairs concerning legal matters of concern to Colombia and the United States. From June 1943 to December 1944 I served in Mexico in the same capacity and with the same duties under the U. S. Ambassador, American Embassy, Mexico, D. C. In that post I was also the highest ranking U. S. Department of Justice representative.

June 1946 - February 1947. In this period I briefly engaged in general practice of law. Primarily I was engaged in writing contracts, bills of sale, deeds, wills and the like. This work was in association with and as a matter of assistance to my father, Weston Emmett O'Neal, Sr. whose offices were in the Decatur County Court House, Bainbridge, Georgia. I left this work to reenter U. S. government service at Washington, D. C. where my legal education and experience in liaison with foreign governments and between various departments and independent agencies would be employed to the benefit of our government.

February 1947 - March 1947. In February 1947 I entered on duty with what was known as the Central Intelligence Group, 450 E Street, N.W., Washington, D. C., a government body created by Executive Order which was a predecessor to the Central Intelligence Agency. I was a legal liaison officer with this group.

March 1947 - December 1949. During this period I was detailed to the U. S. Department of State, 20th Street and Virginia Avenue, N.W., Washington, D. C., where I was assigned to the U. S. Embassy, Caracas, Venezuela, as Attache. In that capacity I prepared reports and advised and counselled the U.S. Ambassador on matters of a legal and political nature. In this work I employed legal knowledge, background and experience related to the laws of the United States and the Republic of Venezuela.

ATTACHMENT F (Continued)

January 1950 to December 1951 - Central Intelligence Agency, 2450 E Street, N.W., Washington, D. C. In this period I was assigned to duties involving liaison on legal matters with other departments of the U. S. Government including the Department of Defense, Department of Justice (Immigration and Naturalization Service and Federal Bureau of Investigation) and the Department of State. Criteria for the position included knowledge, application and interpretation of U. S. and foreign laws. The assignment of the position was at the instance of the General Counsel of the Agency and my selection to the position was with the concurrence of the assignment required close working coordination and collaboration with the General Counsel of the Agency and other governmental legal counsel. I discontinued this particular work to enable me to again undertake further assignment with the Department of State as a member of the Foreign Service Study Group.

December 1951 - April 1954 - U. S. Department of State, Foreign Service Staff, Washington, D. C. During this period I served as Attaché, Political Officer, American Embassy, Guatemala City, Guatemala. In that capacity I gathered information concerning the legal system, laws, and enforcement thereof and controlled and advised the U. S. Ambassador on matters of a legal and political nature. In this work I employed legal knowledge and experience as related to the laws of the United States and the Republic of Guatemala. I resigned from this position in Guatemala to return to the U. S. for personal and family reasons.

April 1954 - to Present - Central Intelligence Agency, 2450 E Street, N.W., Washington, D. C. I have been employed with this Agency since April 1954 as a Foreign Affairs Officer. In that capacity I have had regular, almost daily contact and liaison with the Department of Justice and the Department of State representatives on matters of a legal and political nature. My duties involve the application of knowledge and experience in the legal field, both foreign and domestic.

ATTACHMENT D

The following information is provided in response to Item 7, Page 1 of Applicant's Questionnaire and Affidavit:

I am and have been since early 1997 self employed on a part time basis as an Investment Counselor with an office at my residence, 3701 Ridgely Road, Washington, D. C. 20016 (Montgomery County, Maryland). I am one of two trustees of a charitable trust with offices in my residence but no service to date to the trust is without compensation.

[illegible]

$\frac{1}{2} \times \frac{1}{2} = \frac{1}{4}$

In the early months of 1941 I directed an application to the Bureau of the Housing of the United States for the purchase of a house in the Washington, D.C. area. I was directed to apply to the Federal Housing Administration, which was then in the process of being established. I was directed to apply to the Federal Housing Administration, which was then in the process of being established. I was directed to apply to the Federal Housing Administration, which was then in the process of being established.

[illegible]

[illegible]

1. The following information is provided in a report to the Board of Directors of the Company dated 10/1/01:

[illegible]

SECRET

20 NOV 1966

MEMORANDUM FOR : Mr. Birch D. O'Neal,
CI Staff

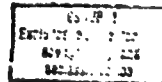
SUBJECT : Notification of Non-eligibility for Designation as a
Participant in the CIA Retirement and Disability
System

1. I have your memorandum of 27 October 1966 which refers to my memorandum advising you that in the initial screening of personnel eligible to become participants in the CIA Retirement System you have been determined to be ineligible because of an apparent deficiency in "qualifying duty". It is important that you realize that such a deficiency is only significant in the initial review of Agency personnel who have 15 or more years of Agency service since the law permits such persons to acquire at their option a vested interest in the CIA Retirement System. At the same time, the law requires a minimum of 60 months qualifying duty before one can possibly qualify for retirement benefits under the CIA Retirement System. It serves no purpose, therefore, to place a person permanently in the System if there is a possibility that he may never qualify for benefits therein.

2. In paragraph 2 of your memorandum you indicate concern that failure to contest the initial findings in your case may prejudice the possibility of a favorable decision with regard to your eligibility to participate in the CIA Retirement System at some future date. It is assumed that you were referring to the possibility that you may have some additional service that could perhaps be considered as qualifying duty under the System. As noted in paragraph 2 of my memorandum of 28 September 1966, our initial determination of ineligibility does not preclude reconsideration of your eligibility at some future date.

3. As you know, Regulation 20-50 provides for an appeal to the Director of any adverse determination under that regulation. However, the regulation also provides an opportunity for an employee to present his case to the CIA Retirement Board prior to the making of an adverse determination. Because of the large number of employees covered in the initial screening of on-duty employees to identify those eligible for participation in the System, this procedure was not applied when, as in your case, the employee's Career Service reported that he did not meet the requirements of Regulation 20-50 for nomination as a participant. Accordingly, the procedure of notifying employees of their non-eligibility for participation in the System based upon the initial finding of an employee's Career Service has been followed in all such cases. This is contrary to the implication in paragraph 2 of your memorandum that other employees in circumstances similar to yours were not so informed and I would be pleased to look more deeply into that aspect of your memorandum, if you wish.

SECRET



SECRET

4. In the event that you have performed service which you believe to be qualifying duty under the CIA Retirement System, you are most certainly entitled to present the details of such service to the Clandestine Services Career Service Board for review and formal submission to the CIA Retirement Board. A copy of this memorandum will be forwarded to the Executive Secretary of that Board.

/s/ Emmett D. Echels
Emmett D. Echels
Director of Personnel

Distribution:

- 0 & 1 - Addressee
- 1 - OPF
- 1 - D/Pers
- 1 - Exec. Sec. CIA Retirement Board
- 1 - C/BSD

OP/BSD/PCBowers:bhd (21 November 1966)

SECRET

SECRET

27 October 1966

MEMORANDUM FOR: Mr. Emmett D. Echols
Director of Personnel

SUBJECT: Notification of Non-eligibility for
Designation as a Participant in the
CIA Retirement and Disability System

1. Reference is made to your memorandum directed to me, dated 28 September 1966, entitled as above, in which it is stated that I may request that my case be formally considered by the CIA Retirement Board and that such request must be made within 30 days of the date of the notification. Other pressing responsibilities have not permitted me to prepare for formal consideration a challenge to the decision of non-eligibility. My request, through the support officer of the Staff to which I am assigned, for a reading on retirement benefits which I might receive should I retire on 31 December 1966 or five years from that date, would not constitute a formal request of a decision as to my eligibility for retirement under the CIA Retirement System. The figures provided me in that connection were simply to serve as a guideline for my own considerations as to possible future retirement.

2. This memorandum is directed to you and to those to whom copies are designated to preclude the expiration of this day, 27 October 1966, without protesting the notification that I must provide certain notification within 30 days of 28 September 1966. I am informed that other officers of CIA who have not qualified for retirement have not in fact been given such notifications and my inquiry concerning possible benefits should not require therefore a formal decision that I am not eligible on any specific basis.

SECRET

3. I have questions with regard to certain aspects of the law and in respect to my eligibility, and this notification to you at this time is designed to preclude a loss of any right I might have under the law to challenge the decision of non-eligibility as given by you on 28 September 1966.

4. I would appreciate a formal reply acknowledging this communication with a statement as to whether in fact the legal question of eligibility is now before the CIA Retirement Board or any other authority of the Agency, or is not. This request is intended not only for the Director of Personnel to whom it is primarily addressed and from whom such notification of non-eligibility was received, but also is intended for others receiving copies of this memorandum.

Birch D. O'Neal
Birch D. O'Neal

cc: CIA Retirement Board (Attn.)
CIA Retirement Staff
Mr. DDP/Q2
C/CI Staff
C/CI/Personnel-Support

SECRET

SECRET
(When Filled In)

28 September 1966

MEMORANDUM FOR: Birch D. O'Neal

THROUGH : Head of CS Career Service

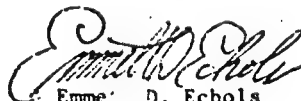
SUBJECT : Notification of Eligibility for Designation as a
Participant in the CIA Retirement and Disability System

1. As you may know, we are in the process of reviewing the employment history and current career field of all employees in the Agency to identify those who are eligible for designation as a participant in the new CIA Retirement and Disability System. In this process, the initial review of each case is made by the individual's Career Service. If the Head of his Career Service nominates him for participation in the System, this nomination is reviewed by the CIA Retirement Board which recommends final action to me. However, if the Head of the Career Service advises that the employee does not meet the basic requirements of HR 20-50 for participation, I have accepted this finding without further review by the CIA Retirement Board. This practice has been adopted in the interest of expediting this screening process so that those employees who are eligible to participate in the System may be designated participants as soon as possible.

2. In your case, the Head of your Career Service has advised me that you do not meet the requirements of HR 20-50 for designation as a participant and I have accordingly made the formal determination required by the regulation that you are not eligible for designation. From a review of your record it appears that the decision of your Career Service was based upon the fact that you have 15 years or more of Agency service, but have not as yet performed 60 months of qualifying service as required by regulation. My determination that you are not eligible at this time for designation in no way affects your current status under the Civil Service Retirement System, nor does it preclude reconsideration of your eligibility to participate in the CIA System if you should meet the requirements for designation in the future.

3. Should you desire further information concerning the requirements for designation as a participant in the CIA Retirement System, I suggest that you read paragraph 6 of HR 20-50 and paragraph 5 of the Employee Bulletin dated 30 July 1965, entitled "Public Law 88-643, The Central Intelligence Agency Retirement Act of 1964 for Certain Employees."

4. It is always possible that the records upon which the determination made in your case may have been incomplete or inaccurate regarding your actual employment history with the Agency. If, after studying the materials cited above, you have questions regarding the determination that you are not eligible to participate in the CIA Retirement System, please feel free to contact officials of your Career Service. They are familiar with the details of your case and will gladly discuss them with you. In addition, you may wish to discuss your case with the CIA Retirement Staff located in Room 205, Magazine Building (extension 2847). If such discussions do not resolve any questions you have regarding your eligibility, you may request that your case be formally considered by the CIA Retirement Board. However, this request must be made within 30 days of the date of this memorandum.


Emmet D. Echols
Director of Personnel

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

SECRET

(If Not Filled In)

| REQUEST FOR PERSONNEL ACTION | | | | | | DATE PREPARED | |
|---|-----------------------|-------------------------------|--|---|----------------------------------|--|-------------------|
| 1. SERIAL NUMBER | | 2. NAME (Last-First-Middle) | | | | 26 November 1965 | |
| 58553 | | O'NEAL, Birch D. | | | | | |
| 3. NATURE OF PERSONNEL ACTION | | | | 4. EFFECTIVE DATE REQUESTED | | 5. CATEGORY OF EMPLOYMENT | |
| PROMOTION | | | | MONTH DAY YEAR 1 2 1966 | | REGULAR | |
| 6. FUNDS | | 7. COST CENTER NO. CHARGEABLE | | 8. LEGAL AUTHORITY (Completed by Office of Personnel) | | | |
| X | | 6227-0000 | | | | | |
| 9. ORGANIZATIONAL DESIGNATIONS | | | | 10. LOCATION OF OFFICIAL STATION | | | |
| DDP CI STAFF | | | | WASH., D.C. | | | |
| 11. POSITION TITLE | | | | 12. POSITION NUMBER | | 13. CAREER SERVICE DESIGNATION | |
| OPS OF-CH | | | | 0022 | | D | |
| 14. CLASSIFICATION SCHEDULE (GS, FR, etc.) | | 15. OCCUPATIONAL SERIES | | 16. GRADE AND STEP | | 17. SALARY OR RATE | |
| GS | | 0136.01 | | 16 X 5 | | 22,331 | |
| 18. REMARKS | | | | | | | |
| CC: Payroll | | | | | | | |
| 18A. SIGNATURE OF REQUESTING OFFICIAL | | | | DATE SIGNED | | 18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER | |
| | | | | | | 9 11 65 | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | |
| 19. ACTION CODE | 20. EMPLOY CODE | 21. OFFICE CODING | | 22. STATION CODE | 23. INTEGRATE CODE | 24. HOURS CODE | 25. DATE OF BIRTH |
| | | NUMERIC ALPHABETIC | | | | | MO DA. YR |
| | | | | | | | 06 01 13 |
| 26. NTE EXPIRES | 27. SPECIAL REFERENCE | 28. RETIREMENT DATA | | 29. SEPARATION DATA CODE | 30. CORRECTION CANCELLATION DATA | 31. SECURITY RIG NO | |
| MO DA. YR. | | 1-CSC 2-FICA 3-NONE | | | | 32. SOCIAL SECURITY NO | |
| | | | | | | 33. DATE OF GRADE | |
| | | | | | | MO DA. YR | |
| 34. VET PREFERENCE | 35. SERV COMP DATE | 36. LONG COMP DATE | | 37. CAREER CATEGORY | | 38. FEGLI/HEALTH INSURANCE | |
| CODE | MO DA. YR. | MO DA. YR. | | CAP. B'Y PROV. TEMP | | CODE CODE | |
| 0-NONE 1-5 PT 2-10 PT | | | | | | 0-WAIVER 1-YES | |
| 41. PREVIOUS GOVERNMENT SERVICE DATA | | | | 42. LEAVE CAT CODE | | 43. FEDERAL TAX DATA | |
| CODE | | | | FORM EXECUTED | | STATE TAX DATA | |
| 0-NONE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS) | | | | 1-YES 2-NO | | FORM EXECUTED | |
| | | | | | | 1-YES 2-NO | |
| 45. POSITION CONTROL CERTIFICATION | | | | 46. OFF APPROVAL | | DATE APPROVED | |
| | | | | 29 DEC 65 | | | |

FORM 6-63 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

14.



United States Department of Justice
Federal Bureau of Investigation
Washington 25, D. C.
May 16, 1957

IN REPLY, PLEASE REFER TO
FILE NO. _____

Office of Personnel
2430 E Street, Northwest
Washington, D. C.

Attention: Personnel Officer

Gentlemen:

In accordance with your request received in this Bureau on May 10, 1957, there is transmitted herewith the Official Personnel Folder of Mr. Birch D. O'Neal.

Very truly yours,

J. E. Hoover
John Edgar Hoover
Director

Enclosure

STANDARD FORM 52
FORM 52-1 (Rev. 1-55)
U. S. DEPARTMENT OF COMMERCE
BUREAU OF PERSONNEL
PERSONNEL ACTION

REQUEST FOR PERSONNEL ACTION

VOUCHERED

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
If applicable, obtain resignation and fill in separation data on reverse.

| | | | |
|---|--|--|---|
| 1. NAME (Mr., Miss, Mrs., One given name, initial(s), and surname) BIRCH D. O'NEAL | 2. DATE OF BIRTH 1 June 1913 | 3. REQUEST NO. | 4. DATE OF REQUEST 31 Oct. 55 |
| 5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) PROMOTION | | 6. EFFECTIVE DATE A. PROPOSED: ASAP | 7. C. S. OR OTHER LEGAL AUTHORITY |
| 8. POSITION (Specify whether establish, change grade or title, etc.) | | B. APPROVED: 6 NOV 1955 | |

| | | | |
|--|---|--|---|
| FROM— IO-CI-CH GS-0136.53-14 \$10,965. pa DDP/CI Staff Office of the Chief Special Investigation Unit Washington, D.C. | EU 22 GS-0136.53-15 \$11,610. p.a. DDP/CI Staff Office of the Chief Special Investigation Unit Washington, D.C. | TO— IO-CI-CH GS-0136.53-15 \$11,610. p.a. DDP/CI Staff Office of the Chief Special Investigation Unit Washington, D.C. | BU-22 |
| <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL |

A. REMARKS (Use reverse if necessary)

Approved by Claustine Services Career Service Board on 26 Oct. 1955
John J. Caldwell
CS/CNO

| | | |
|---|--|---|
| B. REQUESTED BY (Name and title) S. Herman Horton, Deputy Chief, CI Staff | C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) X-8537 | D. REQUESTED BY <i>[Signature]</i> Signature: Title: |
|---|--|---|

| | | | | | | | |
|-------------------------------------|----------------------|--|-------|---|-----|--|------------|
| 13. VETERAN PREFERENCE | | | | 14. PASTORAL CLASSIFICATION ACTION | | | |
| NONE | WWII | OTHER | 5 PT. | 15. PART | SEN | VVA | S. A. REAL |
| <input checked="" type="checkbox"/> | | | | DISAB. OTHER | | | |
| 15. SEX M | 16. RACE W | 17. APPROPRIATION FROM: 6-2705-27 TO: Same | | 18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) YES | | 19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) | |
| | | | | 20. LEGAL PREFERENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Ca. | | | |

21. STANDARD FORM 50 REMARKS

| | | | |
|-------------------------|----------------------|------------------|---------|
| 22. CLEARANCES | INITIAL OR SIGNATURE | DATE | REMARKS |
| A. | | | |
| B. CEIL OR POS. CONTROL | <i>[Signature]</i> | 12 Nov 55 | |
| C. CLASSIFICATION | | | |
| D. PLACEMENT OR EMPL | <i>[Signature]</i> | 1 Nov 55 | |
| E. | | | |

F. APPROVED BY

[Signature]
Approved by John J. Caldwell 3 Nov 55

16-57320-2

STANDARD FORM 52
PROCESSED BY THE
U. S. CIVIL SERVICE COMMISSION
BUREAU OF PERSONNEL
MANUAL LIMITED BY

REQUEST FOR PERSONNEL ACTION

UNVOUCHERED

VOUCHERED

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
If applicable, obtain resignation and fill in separation data on reverse.

| | | | |
|--|------------------|--|---|
| 1. NAME (Mr., Mrs., Miss, etc. - One given name, initial(s), and surname) | 2. DATE OF BIRTH | 3. REQUEST NO. | 4. DATE OF REQUEST |
| Mr. Birch D. O'NEAL | 1 June 1913 | | 30 Mar 55 |
| 5. NATURE OF ACTION REQUESTED A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Reassignment | | 6. EFFECTIVE DATE A. PROPOSED: 10 Apr 55 | 7. C. S. C. OR OTHER LEGAL AUTHORITY |
| 8. POSITION (Specify whether establish, change grade or title, etc.) | | B. APPROVED: Bob. 8 May 1955 | |

| | | |
|---|------------------------------------|---|
| FROM - Area Ops Of (Sta CH), BAF-102-14 | 9. POSITION TITLE AND NUMBER | TO - IO-CI-CH BU 22-14 |
| GS-0136.01-14 \$10,000.00 p.a. | 10. SERVICE, GRADE, AND SALARY | GS-0136.53-14 \$10,000.00 |
| DDP/WH | 11. ORGANIZATIONAL DESIGNATIONS | DDP/CI Staff Office of the Chief Special Investigation Unit Washington, D.C. |
| Guatemala City, Guatemala | 12. HEADQUARTERS | |
| <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | 12. FIELD OR DEPARTMENTAL | <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL |

13. REMARKS (Use reverse if necessary)

Please transfer all leave and pay records from unvouchered to vouchered.
Verbal concurrence for WH by Phil Bowers 1 April 55

| | |
|---|--|
| 14. REQUESTED BY (Name and title) S. Herman Horton, Dep. Chief, CI Staff | 15. REQUESTED BY (Signature) [Signature] |
| 16. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) [Blank] | 17. FOR ADDITIONAL INFORMATION CALL (Title) [Blank] |

| | |
|---|---|
| 18. VETERAN PREFERENCE NONE WWII OTHER S PT. 19 POINT X [] [] [] [] DISAB OTHER | 20. POSITION CLASSIFICATION ACTION NEW VICE I. A. REAL SD:DI |
| 21. SEX RACE M W | 22. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) 19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) 20. LEGAL RESIDENCE STATE: Ga. |

21. STANDARD FORM 50 REMARKS

come by 4/14/55
E date O.K.
4/12/55
[Signature]

| | | | |
|-------------------------|----------------------|---------|---------|
| 22. CLEARANCE | INITIAL OR SIGNATURE | DATE | REMARKS |
| A. | | | |
| B. CLIL. OR POS CONTROL | BH | 4/16/55 | |
| C. CLASSIFICATION | | | |
| D. PLACEMENT OR EMPL. | L | 4-9-55 | |
| E. | | | |

23. APPROVED BY

[Signature] by John G. Caldwell 12 April 1955

SECRET



APPLICATION FOR MEMBERSHIP
in the CAREER STAFF of the
CENTRAL INTELLIGENCE AGENCY

To the Director of Central Intelligence

Sir:

I submit herewith my application for membership in the Career Staff of the Central Intelligence Agency as defined below:

"The Career Staff of the Central Intelligence Agency is a group of carefully selected and trained individuals who accept an obligation to devote themselves to the needs of the Agency, and who intend to make a career with the Agency."

In accordance with this definition, I desire to devote myself to the faithful performance of duty in the Central Intelligence Agency, and I accept the obligations and conditions of that service which are determined to be essential to the furtherance of its mission.

I am aware of the many restrictions necessarily placed upon me by virtue of the security requirements inherent in my employment by the Central Intelligence Agency. I am also aware that as a member of the Career Staff, it will be my obligation to serve anywhere and at any time and for any kind of duty as determined by the needs of the Agency, and I have been assured that in order to carry out this policy, full consideration will be given to my particular capabilities, interests, and personal circumstances. By virtue of this application for membership and upon my acceptance in the Career Staff, I am assured that, with continuing satisfactory work performance and conduct on my part, just and equitable attention will be accorded my personal progress during my tenure in the Career Staff. I am also assured that, on my satisfactory completion of any assignments, I will be offered reassignments which are compatible insofar as possible with my abilities and career interests, and that I shall be entitled to the benefits now available or to be made available in the future to members of the Career Staff of the Central Intelligence Agency.

MEMBERSHIP IN THE CAREER STAFF OF
THE CENTRAL INTELLIGENCE AGENCY
APPROVED, TO TAKE EFFECT 1 JUL 1954
FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:
EXECUTIVE DIRECTOR
THE CIA SELECTION BOARD

Birch D. Neal
(Signature)

18 October 1954
(Date)

SECRET

100-441
100-441
25 June 52

MEMORANDUM FOR: Special Assistant, Intelligence
Department of State

SUBJECT: O'NEAL, Birch Dilworth
Transmission of Affidavit for Leave Purposes
Form

REFERENCE: Memorandum for Mr. F. Park Armstrong, Jr.
from this office, subject, O'NEAL, Birch
Dilworth, Request for Appointment in the
Foreign Service dated 1 October 1951

Attached hereto is original of affidavit for leave purposes
form, marked #1, which was completed by subject at his post,
American Embassy, Guatemala City, Guatemala, and forwarded to
this office for transmission to the Department of State.

LYMAN B. KIRKPATRICK
Assistant Director

Attachments: a. Affidavit for Leave Purposes form #1
b. Affidavit for Leave Purposes form #2

SECRET
Security Information

7 May 1952

MEMORANDUM FOR: Division Control
Attention:

SUBJECT: Transmission of Affidavit forms -
Birch D. O'NEAL



J. Caldwell King

J. Caldwell King
Chief, WH

Attachment: Memorandum for Department of State
Orig & 5 copies

SECRET
Security Information



DEPARTMENT OF STATE
WASHINGTON

File

December 4, 1951

Central Intelligence Agency,
Washington, D.C.

Gentlemen:

In accordance with the provisions of Chapter RI-35 of the Federal Personnel Manual, it is requested that the official personnel file and leave record of Birch Dilworth O'Maul, Legal Liaison Officer who e.o.d. December 3, 1951 with this agency, date of birth June 1, 1913, employed by your agency from December, 1949 to 1951 at Washington, be forwarded to the following address at the earliest practicable date:

Department of State,
Division of Foreign Service Personnel Records,
Room 600-A, SA-12,
Washington 25, D. C.

Very truly yours,

Howard Mace

Chief, Field Operations Branch
Division of Foreign Service Personnel

PIR:FP: nn

Form FS-349

Nov. 27, 1951

21

O'Neal,

Birch

D.

June 1, 1913

PL 724 79th

FSS

Indefinite Appointment EO 10180

12/3/51

12/3/51

Guatemala City

FSS-3 \$84.81

2A 5011

GT-20

Indef

x

x

x

Male

Married - 2

Georgia

Items: a, b, c, d, i(61a)

Standard Forms 85 and 87 executed 12/3/51

Dependents:

Authorize travel for appointee from Washington, D. C. to Guatemala City.
Family direct from Washington, D. C. to Guatemala City.

Shipment of effects from Washington, D. C. and Bainbridge, Georgia to
Guatemala City.

No reserve status.

SECRET

1 October 1951

MEMORANDUM FOR: THE SECRETARY OF STATE

ATTENTION : Mr. W. Park Armstrong, Jr.

SUBJECT : O'NEAL, Birch Dilworth, Request for
Appointment in the Foreign Service

ENCLOSURE : a. Application Forms DSP-34
b. Medical Forms 88 and 89
c. Occupational History Supplement

1. It is requested that Mr. Birch Dilworth O'Neal be appointed in the Foreign Service with the title of First Secretary, FSR-3, \$8,330.00, for duty in the American Embassy at Guatemala City, Guatemala. Mr. O'Neal will receive from CIA a basic salary of \$8,800.00 per annum.

2. Mr. O'Neal, who is 38 years of age, received his A.B. and LL.B. Degrees from the University of Georgia. He has had approximately thirteen years experience as an attorney, investigator, and intelligence officer in Government service. From September 1942 to August 1943 he was Legal Attache in Bogota, where he was responsible for all FBI activities in Colombia. From August 1943 to December 1944 he was Civil Attache in Mexico City, Mexico, where he was responsible for all FBI activities in Mexico, having under his supervision more than fifty special agents of the FBI. From March 1947 to December 1949 he served as Attache in Caracas, Venezuela, where he was CSO station chief, having as his responsibility all CIA activities in Venezuela. Since December 1949 Mr. O'Neal has served in a very responsible position at CIA headquarters in Washington, in which position he has represented the Director of Central Intelligence in liaison with all other Government agencies in connection with all matters relating to aliens of interest to CIA. It is believed that Mr. O'Neal possesses the professional qualifications for the duties planned for him and, in addition, has the cultural qualifications required of an American representative serving abroad.

SECRET

SECRET

Memorandum for: The Secretary of State - 2

3. A commissioned title as First Secretary is requested for Mr. O'Neal in order that he may be enabled to carry out his duties in a secure and efficient manner. The use of a commissioned title in this instance, which has been discussed at length with appropriate offices of ARA, is believed necessary in order to make possible the appearance of a complete break between Mr. O'Neal and the previous OSO station chief, and in order to provide him with adequate cover which will integrate him completely into the Embassy in a country whose present Government is noticeably hostile and vigilant with regard to American intelligence activities. It is proposed that Mr. O'Neal will serve in the Political Section of the Embassy. He will replace Mr. Collins D. Almon, who returned to the United States in March 1951.

4. The proposed biography for Mr. O'Neal will be forwarded at a later date.

5. It is requested that subject arrive at his destination on or about 15 November 1951.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

/s/ Harry W. Little, Jr.

BYMAN B. KIRKPATRICK
Acting Assistant Director

WH/WMW/cap

Distribution: Orig & One to Addressee

cc: OS/PDC

LCO

WH Front Office Files

WH Admin Office

SECRET

10-24-51 Payroll *mk*

| PERSON. ACTION REQUEST | | | | REGISTER NO. <i>79 10/3/51</i> | |
|---|--|--------------|--|--|-------------------------------|
| NAME O'NEAL, Birch D. | | | REQUESTED EFFECTIVE DATE <i>2/1 cont. 10/1 COB</i> | | |
| NATURE OF ACTION Resignation * | | | WHEN LEAVING (CHECKED) LAST WORKING DAY: EMPLOYEE'S SIGNATURE <i>Birch D. O'Neal</i> | | |
| TITLE <i>FROM</i> Intelligence Officer | | | | | |
| (Chief, Alien Affairs) <i>Division</i> , GS-14 | | | | | |
| GRADE AND SALARY GS-14, \$7,500.00 per annum (130) | | | | | |
| OFFICE | | | | | |
| DIVISION Inspection & Security Staff | | | | | |
| BRANCH AND SECTION Alien Affairs Branch | | | | | |
| OFFICIAL STATION Security Control Staff | | | | | |
| Washington, D. C. | | | | | |
| DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> | | | DEPARTMENTAL <input type="checkbox"/> FIELD <input type="checkbox"/> | | |
| REMARKS: <i>* To accept other employment</i> Please transfer leave to unvouchered funds. <i>for H.R. Graham</i> ACTING | | | | | |
| RECOMMENDED: <u>6 August 1951</u> <i>W.D. Lyn</i> FOR SIGNATURE OF DIVISION CHIEF, BRANCH CHIEF OR ADM. OFFICER | | | | | |
| FOR USE OF PERSONNEL ONLY | | | | | |
| PLACEMENT | | | | TRANSACTIONS AND RECORDS | |
| DATE QUALIFICATIONS APPROVED | | | | APPROPRIATION <i>2123900</i> | |
| CLEARANCE REQUESTED | | | | ALLOTMENT <i>7101</i> | |
| CLEARANCE APPROVED | | | | C. S. C. AUTHORITY: <i>Schedule A-6-116(A)</i> | |
| DATE | TYPE | DATE | TYPE | DATE SIGNATURE | SIGNATURE |
| | | | | <i>10-20-51</i> | <i>M. Meier</i> |
| CLASSIFICATION | | | | PERSONNEL RELATIONS | |
| BUREAU NO. <i>5625</i> | | C. S. C. NO. | | DATE | SIGNATURE |
| | | | | <i>10-14-51</i> | <i>J.W. E. Donald T. ...</i> |
| NEW | VICE <input checked="" type="checkbox"/> | L.A. | REAL | APPROVALS | SUBJECT TO SECURITY CLEARANCE |
| DATE | SIGNATURE | | | DATE | SIGNATURE OF EXECUTIVE |
| EFFECTIVE DATE | | | | DATE | SIGNATURE OF DIVISION CHIEF |
| | | | | <i>9/5/51</i> | <i>S.C. ...</i> |

FORM NO. 37-3 JUL 1950 U. S. GOVERNMENT PRINTING OFFICE 16-53400-5 *Joseph B. Ryan*

C
O
P
Y

Willis Smith
Oscar Leach
John H. Anderson, Jr.
J. K. Dorsett, Jr.
Willis Smith, Jr.

SMITH, LEACH & ANDERSON
Lawyers
Security Bank Building
Raleigh, North Carolina

September 26, 1951

Mr. Birch D. O'Neal
4703 Crescent Street, N. W.
Washington 16, D. C.

Dear Mr. O'Neal:

Several days ago I had a call from your agency advising me that an existing vacancy must be filled by November 1, and that a definite commitment was necessary by October 1. Actually I had intended to be in Washington during the early part of September for a further talk with you, but two court trials have prevented this.

If convenient to you, I would like to see you in Washington this coming Monday morning, October 1. If that day happens to be inconvenient, please telegraph or telephone me collect. I will assume this time to be agreeable unless I hear to the contrary.

I certainly appreciate the necessity for a positive commitment on my part, and will be prepared to give a definite answer when I am in Washington. Since our talk last June, quite a few personal complications have arisen, which I have been attempting to resolve.

With kind personal regards,

Sincerely yours,

/s/ J. K. Dorsett, Jr.

JKDjr/h

Mr. Dorsett conferred with the writer and Col. Sheffield Edwards on 1 October. He was still in a position of not being able to state that he would enter on duty on 1 November 1951. He mentioned various personal reasons and the necessity of conferring with his father-in-law Senator Willis Smith. He later called me at my home at 9:00 P.M. 1 October 1951 and stated he could not enter on duty 1 November 1951, but he continued to be interested in the job and would probably be in contact with Col. Edwards in the spring of 1952 to determine if there continued to be a vacancy in which he could be placed.

/s/ Birch D. O'Neal
Alien Affairs Officer
12SC
2 October 1951

SECRET

10 September 1951

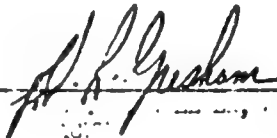
MEMORANDUM FOR THE CHIEFS OF STAFF, ETC

SUBJECT: Request for Appointment, Birch D. OUELLET

It is requested that the Overseas Section, Personnel Division, Secret, take the necessary steps to obtain a foreign service appointment for the following employee:

- a. Name: Birch D. OUELLET
- b. Station of Assignment: Guatemala City, Guatemala
- c. Foreign Service title requested: First Secretary
- d. Employee is a replacement for Collins D. WICK, who held the title of Attaché at Guatemala City, Guatemala.
- e. Availability date for departure: 15 October 1951

The Guatemala City station has been without a Chief for six months. The appointment being requested is desired to strengthen the cover of our representative.


J. R. Gresham

Attachments: BOP's (2)

SECRET

D R A F T

PROPOSED BIOGRAPHY

O'NEAL, Birch Dilworth.—b. Bainbridge, Ga., June 1, 1913;
U. of Ga., A.B. 1935; U. of Ga., Law Sch., LL.B. 1937; atty. pvt.
prac., 1937-38; atty., Dept. of Justice, 1938-42; to the Dept. of
State, att., Mexico City, D. F. and Bogota, Colombia, 1942-45;
atty., self 1946-47; to the Dept. of State, att., Caracas, 1947-49;
Legal officer, Dept. of Defense 1949-51; married.

SECRET

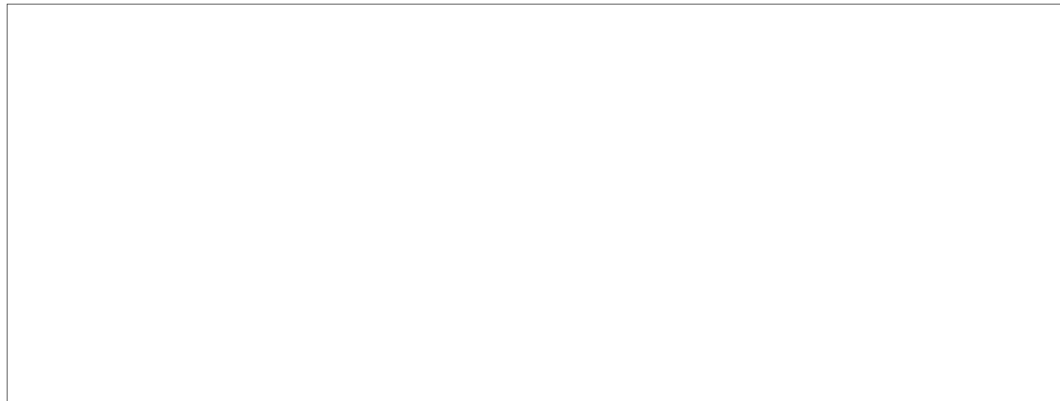
ad-1087

6 August 1951

MEMORANDUM

TO: Chief, Administrative Staff

SUBJECT: Reclassification of Chief of Station Slot in Guatemala City



W. W. WILKINS JR.
ADM.

Approved -

asst Chief Class + wage
4 Sept 51

orig in
class & wage
six.

(Inf)

SECRET

SECRET (1)

Office Memorandum • UNITED STATES GOVERNMENT

TO : Assistant Director/Special Operations

DATE: 13 February 1951

FROM : Security Officer

SUBJECT: O'NEAL, Birch D.

Reference to your memorandum concerning return to duty of Subject sometime prior to 1 December 1951, this office will endeavor to comply with your proposals. I might say that Mr. O'Neal has done a superior job as Alien Affairs Officer for the Agency. There has been some thought given to transferring the Alien Affairs Branch from I&S to the immediate office of Mr. Dulles, and it is impossible to give a positive guarantee of his availability, which in that case would be dependent upon Mr. Dulles' decision.

I feel, however, that OSO could at least tentatively plan along the line of your proposal. The cooperation of the ADSO and Chief, FDT, in making Mr. O'Neal available has been sincerely appreciated.

Sheepeld Edwards
SHEEPELD EDWARDS
Colonel, GSC

SECRET

| PERSONNEL ACTION REQUEST | | | | REGISTER NUMBER | |
|---|--|--|--|---|--|
| NAME O'NEAL, Birch D. | | | REQUESTED EFFECTIVE DATE ASAP 9-17-50 | | |
| NATURE OF ACTION Promotion | | | WHEN LEAVING (VOUCHERED) LAST WORKING DAY: EMPLOYEE'S SIGNATURE: | | |
| TITLE <i>Intelligence Officer</i> (Chief, Alien Affairs) 9-13 | | | <i>Intelligence Officer</i> (Chief, Alien Affairs) GS-14 | | |
| GRADE AND SALARY GS-13 -- \$7800.00 p.a. (130) | | | GS-14 -- \$8800.00 p.a. | | |
| OFFICE Inspection & Security Staff | | | Inspection & Security Staff | | |
| DIVISION Security Control Staff | | | Security Control Staff | | |
| BRANCH AND SECTION Alien Affairs Branch | | | Alien Affairs Branch | | |
| OFFICIAL STATION Washington, D. C. | | | Washington, D. C. | | |
| DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> | | | DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> 130 | | |
| REMARKS: The requirements of Administrative Instruction 20-1 dated 9 December 1949 have been met. <i>initialed 8/31/50</i> | | | | | |
| RECOMMENDED: 25 August 1950 <i>80090 [Signature]</i> CHIEF, INSPECTION & SECURITY STAFF SIGNATURE OF OFFICE CHIEF, DIVISION CHIEF OR ADM. OFFICER | | | | | |
| FOR USE OF PERSONNEL ONLY | | | | | |
| PLACEMENT DATE QUALIFICATIONS APPROVED <i>9-5-50</i> | | | TRANSACTIONS AND RECORDS APPROPRIATION: 2115900 ALLOTMENT: 161-101 CSC AUTHORITY: Sch A-6.116(b) | | |
| CLEARANCE REQUESTED DATE TYPE | | CLEARANCE APPROVED DATE TYPE | | DATE SIGNATURE 9-18-50 <i>[Signature]</i> | |
| DATE SIGNATURE | | PERSONNEL RELATIONS DATE SIGNATURE | | | |
| CLASSIFICATION BUREAU NO. 5625 C.S.C. NO. DATE APPROVED 6-9-50 | | APPROVALS DATE SIGNATURE | | | |
| NEW VICE <input checked="" type="checkbox"/> I.A. REAL | | SUBJECT TO SECURITY CLEARANCE DATE SIGNATURE OF EXECUTIVE | | | |
| DATE 8-30-50 SIGNATURE <i>[Signature]</i> | | DATE 15 Sept 50 SIGNATURE <i>[Signature]</i> | | | |
| EFFECTIVE DATE | | DATE 1 Sept 50 SIGNATURE <i>[Signature]</i> | | | |

Sec. 4-20-50
11/11

| PERSONNEL ACTION REQUEST | | | |
|--|---------------|--|--|
| NAME O'NEAL, Birch D. | | PLACEMENT EFFECTIVE DATE 17 April 1950 6/11/50 | |
| NATURE OF ACTION New Appointment Transfer - Reassignment | | WHEN LEAVING, ADVISE () | |
| FROM Intelligence Officer (Chief) | | TO INTELLIGENCE OFFICER | |
| GRADE AND SALARY GS-13 7800.00 p.m. | | GS-13 \$ 7800.00 p.m. | |
| OFFICE OSO | | Inspection and Security Staff | |
| BRANCH FBT | | Alien Affairs | |
| DIVISION AND | | Security Control Staff | |
| OFFICIAL STATION Wash. DC | | Washington, D. C. | |
| DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> | | DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> 130 | |
| REMARKS: <i>Revised 20th 6/13/50</i> | | | |
| RECOMMENDED: 12 April 1950 <i>Col. Sheffield Edwards</i> Col. Sheffield Edwards, Chief, I & S Staff DATE SIGNATURE OF OFFICE CHIEF, BRANCH CHIEF OR ADM. OFFICER | | | |
| FOR PERSONNEL OFFICE USE ONLY | | | |
| PLACEMENT | | TRANSACTIONS AND RECORDS | |
| DATE QUALIFICATIONS APPROVE 6-9-50 | | APPROPRIATION: 2105900 | |
| CLEARANCE REQUESTED | | ALLOTMENT: 160-101 | |
| DATE | TYPE | DATE | TYPE |
| DATE | | DATE SIGNATURE | |
| SIGNATURE | | 6/19/50 | |
| CLASSIFICATION | | PERSONNEL RELATIONS | |
| BUREAU NO. 5626 | C.S.C. NO. | DATE | SIGNATURE |
| NEW | VICE X | DATE | SIGNATURE |
| DATE 4/9/50 | I.A. | DATE | SIGNATURE |
| EFFECTIVE DATE | REAL | DATE | SIGNATURE |
| 1 mcds | | APPROVALS | SUBJECT TO SECURITY CLEARANCE |
| | | DATE 6-20 | SIGNATURE OF EXECUTIVE |
| | | DATE 4-9-50 | SIGNATURE OF PERSONNEL OFFICER 6-20 |

19 April 1950

TO : Personnel Div, North Building
FROM : H. E. Eissner, Employees Div, "L" Building *RE*
SUBJECT : Transmittal of 37-2 and Personnel Folder


Transmitted herewith is the personnel folder of
Mr. Birch D. O'Neal.

Attached is a 37-2 from I&S placing Mr. O'Neal
in one of their slots, the I/O of which Employees Division
does not carry.

SECRET

CONFIDENTIAL

RESTRICTED

| ENTRANCE ON DUTY RECORD | | DATE | |
|---|---|--|------|
| TO: OSO, FDT | | 21 March 1950 | |
| FROM: PERSONNEL OFFICER | | BUILDING L | ROOM |
| NAME OF EMPLOYEE O'Neal, Birch D. | | EOD-DATE 20 March 1950 | |
| POSITION TITLE Intell. Officer | GRADE GS-13 | SALARY \$7800.00 | |
| PAYROLL Vouchered | DUTY STATION Washington, D. C. | | |
| DATE SECURITY CLEARED Concurrence 10 March 1950 | DATE OATH OF OFFICE ADMINISTERED 20 March 1950 | | |
| DATE PERMANENT IDENTIFICATION REQUESTED N. A. | DATE FINGERPRINTED N. A. | | |
| DATE BRIEFED BY SECURITY N. A. | DATE OF PHYSICAL EXAMINATION N. A. | | |
| DATE 24 MONTH AGREEMENT SIGNED N. A. | | | |
| EMPLOYEE'S EMERGENCY ADDRESS | | Mrs. Birch D. O'Neal 4703 Crescent N. W. Washington, D. C. OL 0821 | |
| EMPLOYEE'S LOCAL ADDRESS | | Same as above | |
| REMARKS: Subject transferred from Unvouchered to Vouchered Funds. <div style="text-align: center;"></div> | | | |
| SIGNATURE | | PERSONNEL OFFICER | |

FORM NO.
DEC 1949 37-75

RESTRICTED

CONFIDENTIAL

SECRET

PERSONAL STATUS REPORT

file

| | | | | | |
|--|--|---------------------------------|-----------------------|---------|----------------|
| FULL NAME MR. <input checked="" type="checkbox"/> MRS. <input type="checkbox"/> MISS <input type="checkbox"/> | | FIRST | MIDDLE | LAST | DATE |
| | | BIRCH | DILWORTH | O'NEAL | 21 March 1950 |
| HOME ADDRESS STREET AND NUMBER | | CITY | STATE | COUNTRY | HOME TELEPHONE |
| 4703 CRESCENT ST. N.W. | | WASH. D.C. | | USA | OL-0821 |
| PRESENT ASSIGNMENT | | | | | |
| DIVISION | | BRANCH | | OFFICE | |
| OSC | | FDT | | | |
| MARITAL STATUS | | | | | |
| NAME OF SPOUSE | | FIRST | MIDDLE (OR MAIDEN) | LAST | |
| | | FRANCES | PAULY | O'NEAL | |
| ADDRESS STREET AND NUMBER | | CITY | STATE | COUNTRY | |
| 4703 CRESCENT ST. N.W. | | WASHINGTON | D.C. | USA | |
| DATE OF BIRTH | | PLACE OF BIRTH | CITY | STATE | CITIZENSHIP |
| APRIL 30 1928 | | GLENPOOL | OKLA. | USA | U.S.A. |
| NAME OF FATHER-IN-LAW | | | | | |
| | | FIRST | MIDDLE | LAST | |
| | | FRANK | ROBERT | PAULY | |
| PRESENT OR LAST ADDRESS | | STREET AND NUMBER | CITY | STATE | COUNTRY |
| | | 220 EAST 27 TH PLACE | TULSA | OKLA. | USA |
| DATE OF BIRTH | | PLACE OF BIRTH | CITY | STATE | CITIZENSHIP |
| 2/4/92 | | EDMOND | OKLA. | USA | USA. |
| NAME OF MOTHER-IN-LAW | | | | | |
| | | FIRST | MAIDEN | LAST | |
| | | GRACE | MERCHANT | PAULY | |
| PRESENT OR LAST ADDRESS | | STREET AND NUMBER | CITY | STATE | COUNTRY |
| | | 220 EAST 27 TH PLACE | TULSA | OKLA. | USA. |
| DATE OF BIRTH | | PLACE OF BIRTH | CITY | STATE | CITIZENSHIP |
| 8/4/91 | | LA FAYETTE | IND. | USA | USA. |
| EMERGENCY ADDRESSEE | | | | | |
| NAME | | FIRST | MIDDLE | LAST | |
| MRS. BIRCH D. | | | O'NEAL | | |
| ADDRESS | | STREET AND NUMBER | CITY | STATE | COUNTRY |
| | | 4703 CRESCENT ST. N.W. | WASH. D.C. | | USA |
| SIGNATURE OF SUPERVISOR | | | SIGNATURE OF EMPLOYEE | | |
| [Signature] | | | Birch D. O'Neal | | |

| PERSONNEL ACTION REQUEST | | | | REGISTER NUMBER 709 | |
|---|--|--|---|---------------------|--|
| NAME O'NEAL, Birch D. | | | REQ. DATE EFFECTIVE DATE 20 March 1950 | | |
| NATURE OF ACTION <i>Exempt Appointment</i> | | | WHEN LEAVING (SCHEDULED) LIST - 44, NO. DAYS EMPLOYEE'S SIGNATURE <i>2072</i> | | |
| FROM | | | TO | | |
| TITLE | | | Intelligence Officer (Chief) GS-13 | | |
| GRADE AND SALARY | | | GS-13 \$7800.00 <i>per annum</i> | | |
| OFFICE | | | OSO | | |
| BRANCH | | | FDT | | |
| DIVISION AND SECTION | | | | | |
| OFFICIAL STATION | | | Washington, D. C. | | |
| DEPARTMENTAL <input type="checkbox"/> FIELD <input type="checkbox"/> | | | DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> | | |
| REMARKS: 130 | | | | | |
| S-1 Please transfer leave from UV funds. | | | | | |
| Security concurrence requested 7 March 1950 | | | | | |
| <i>Previously employed with the Executive Department of the Government as GS-13, \$7800.00 per annum.</i> | | | | | |
| RECOMMENDED: | | | | | |
| 6 March 1950 DATE | | | <i>Max P. ...</i> SIGNATURE OF OFFICE CHIEF, BRANCH CHIEF OR ADM. OFFICER | | |
| FOR PERSONNEL OFFICE USE ONLY | | | | | |
| PLACEMENT | | | TRANSACTIONS AND RECORDS | | |
| DATE QUALIFICATIONS APPROVED <i>A. C. ... 13 March 50</i> | | | APPROPRIATION: 2105400 | | |
| CLEARANCE REQUESTED | | | ALLOTMENT: 932-106 | | |
| DATE TYPE | | | CSC Authority: <i>Sch. 6.11.11</i> | | |
| DATE TYPE | | | DATE SIGNATURE 3-16-50 | | |
| DATE SIGNATURE | | | PERSONNEL RELATIONS | | |
| CLASSIFICATION | | | DATE SIGNATURE | | |
| BUREAU NO. 485 | | | DATE APPROVED 10/11/47 | | |
| S.S.C. NO. 1441 | | | APPROVALS <input type="checkbox"/> SUBJECT TO SECURITY CLEARANCE | | |
| NEW VICE | | | DATE SIGNATURE OF EXECUTIVE | | |
| I.A. <input checked="" type="checkbox"/> | | | DATE SIGNATURE OF PERSONNEL OFFICER | | |
| EFFECTIVE DATE <i>9 Mar. 50</i> | | | 14 Mar. <i>...</i> | | |

*file
jgs*

UNCLASSIFIED

CONTROL
885UNCLASSIFIED • NO STENCIL • NO DISTRIBUTION

March 9, 1950

EMBASSY,

CARACAS.

A-66

The assignment of Attaché Birch D. O'Neal,
CV-1003, to your Mission has been cancelled.

PERIPY/LEW/eb
3-7-50

UNCLASSIFIED

SECRET

file
g/s

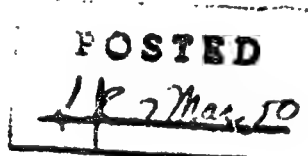
21

MAR 1 1950

(6.)

MEMORANDUM FOR THE SECRETARY OF STATE

ATTENTION: Mr. W. Park Armstrong, Jr.

Subject : ROBERT A. SCHOW
Assistant DirectorAttachment: Diplomatic Passports No. 210
and No. 211

SECRET

VIA: Air
Air or Sea

ATTACHMENT NO. TVS-A-778

CONFIDENTIAL
Classification

TO : Chief, Foreign Division T

DATE 29 November 1949

FROM : Chief of Station, Caracas

SUBJECT: General Administrative
Specific

Brick D.C. Neal

1. With reference to the above employee, you are advised that his present travel plans on permanent change of station to Washington, D.C., are as follows:

| | |
|------------------|---|
| 13 December 1949 | Depart Caracas, Venezuela, via Alcoa Steamship Line |
| 19 " | " Arrive Mobile, Alabama, at 7 a.m. |
| 19 " | " Depart Mobile via air at 10:30 a.m. |
| 19 " | " Arrive Tulsa, Oklahoma |

In Tulsa he can be contacted by letter or telegram directed to him at 220 East 27th Place. He expects to obtain an automobile in Tulsa and proceed to his home & dress via car on or about 10 January 1950. He can be reached through his home address until approximately 17 February, at which time he expects to depart by car for Washington, D.C., and report for duty 20 February 1950.

2. This proposed schedule of travel is in line with approved sixty days' calendar leave plus travel time.

VBO:JIH



CONFIDENTIAL
Classification

9054
(See Note 13, Part 2 of Consular Regulations)

PERSONNEL REPORT ON REPRESENTATIVES OF
OTHER DEPARTMENTS ABROAD

C
O
P
Y

Name of officer . . . Birch D. O'Neal

Title . . .

Post . . .

Mr. O'Neal has done extremely satisfactory work since he has been here and I wish to reiterate the satisfaction shown respecting him in [] by stating that I am very happy that he is not to be transferred but is to remain another year in []

He has been exceptionally helpful to the Embassy, and his level head and good sense have been of extreme usefulness.

Both he and his wife are extremely well liked by their colleagues in the Embassy and by the [] and American Communities.

C
O
P
Y

16-43477-1

(Over)

CONFIDENTIAL

CONFIDENTIAL

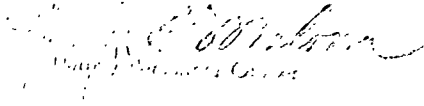
26 January 1949

MEMORANDUM

TO : Deputy Budget Officer
FROM : Deputy Personnel Officer
SUBJECT: Foreign Post Differential

1. In accordance with Part 325, Sub-Chapter B,
Chapter III, Title 5, Code of Federal Regulations,

Burch D. O'Neal
is eligible to receive foreign post differential pay
as prescribed by regulations.


George E. Wilson
Deputy Personnel Officer

CONFIDENTIAL

CONFIDENTIAL

SECRET

CAJACAS

ROUTINE

SPECIAL OPERATIONS

13 MAY 49

COPS 1

OUT 81388

ADSO 2-3, FBT 4-5, PERS 6

WASH 3578

TO: CARA CITE: WASHF

RE: CARA 546 (IN 31421) AND CARA 547 (IN 31483)

EYES ALONE -

1. [] NOT CONSIDERED SUITABLE TO ACT AS STATION CHIEF FOR PROLONGED PERIOD.
2. TIME WILL NOT PERMIT [] TAKING HOME LEAVE IN ADDITION TO NECESSARY 30 DAYS TDY HERE PRIOR TO [] DEPARTURE.
3. FOR THESE REASONS DESIRE [] POSTPONE HOME LEAVE UNTIL AFTER CRIMMINS HAS BECOME WELL INDOCTRINATED.

Encl. 0240

[] [] []
0119Z 14 MAY 49

14-00000
ADDRESS OFFICIAL COMMUNICATIONS TO
THE SECRETARY OF STATE
WASHINGTON 25, D. C.



DEPARTMENT OF STATE
WASHINGTON

In reply refer to
FC - LEM

May 17, 1948

SECRET

To: Donald H. Galloway, Esquire,
Assistant Director,
Central Intelligence Agency.

From: Jack D. Neal, *gdn*
Chief, Division of
Foreign Activity Correlation.

Reference is made to your memorandum dated May 7, 1948 re-
garding Mr. Birch D. O'Neal.

The Embassy at Caracas has been notified by telegram May 14,
1948 that Mr. O'Neal's travel from Caracas to Habana and return
for conference approximately May 19, 1948 is authorized by travel
order No. 8-9649, May 4, 1948, chargeable allotment Z-137295.

137295

SECRET

00000

SECRET

(6)

MAY 7 1948

MEMORANDUM FOR THE SECRETARY OF STATE

ATTENTION: Mr. Jack D. Neal

Subject : Clearance for Travel for Mr. Birch D. O'Neal

1. This memorandum is to confirm the telephone conversation between Mr. Neal's office and Mr. Green's office on 4 May 1948 at which time verbal clearance was obtained for Mr. Birch D. O'Neal, presently serving as [] of the American Embassy at Caracas, Venezuela, to proceed to Habana, Cuba for conference purposes.

2. Mr. O'Neal will arrive in Habana on or about 19 May 1948 and will return to his post at Caracas upon completion of the conference in Habana.

ALAN R. MCCracken
Acting Assistant Director

0'2'0'

1948 MAY 11 AM 11 20

SECRET

SECRET

23 January, 1948

MEMORANDUM

TO : Chief Personnel Division, OEO
via Executive Secretary for Information of
Assistant Director, Special Operations

FROM : Acting Chief, FBT

SUBJECT: Recognition of Service - Birch D. O'Neal

1. In compliance with S.O. Circular No. 46, Recognition of Service, the following information is submitted for your observation and for inclusion in the personnel file of Mr. Birch D. O'Neal.

2. A State Department dispatch, dated 11 December, 1947, from Walter J. Donnelly, American Ambassador, Caracas, Venezuela to the Secretary of State, read as follows:

"I have the honor to forward herewith three photostatic copies of a memorandum prepared [redacted] entitled "The Communist Movement in Venezuela."

"I consider this memorandum an excellent piece of work which is particularly useful in that it brings together in a brief scope the essential facts regarding the development of Communism in this country and gives the names of the principal Communist leaders. Attention is invited especially to page 7 of the memorandum which gives the campaign platform that the Communist Party is using in the election scheduled to be held December 14, 1947."

3. Mr. Birch D. O'Neal, chief of [redacted] prepared the memorandum mentioned in Ambassador Donnelly's dispatch.

1/27/48
Splendid.

Place in O'Neal's
file

WJH
11000

[redacted]
Acting Chief, FBT

SECRET

10 March 1947

NOTE TO FILES:

The following officials are approved for
the Group II classification for overseas quarters,
under provisions of Bureau of the Budget Circular
A-3, and CIO Administrative Order No. 11.

William B. Caldwell

| | |
|--------|--------------------------------------|
| CAP-12 | Chief of Station, Santiago, Chile |
| CAP-2 | Chief of Station, Lima, Peru |
| CAP-12 | Chief of Station, La Paz, Bolivia |
| CAP-12 | Chief of Station, Quito, Ecuador |
| CAP-12 | Chief of Station, Caracas, Venezuela |

✓ Birch D. O'Neal

WED

14-00000
SECRET

5 March 1947

ADDENDUM TO TRANSFER LETTER DATED 25 FEBRUARY 1947

TO: Birch D. O'Neal

1. Authorization is granted for the crating and shipping of your personal car at the expense of this organization in accordance with an agreement dated 25 February 1947. The weight of such automobile will not be deductible from the total weight allowed for personal and household effects.

(Signed) Ronald H. Galloway
(Approving Officer)

SECRET

SECRET

3 March 1947

MEMORANDUM FOR THE DIRECTOR, CENTRAL INTELLIGENCE:

SUBJECT: CIG Administrative Order No. 31

1. CIG Administrative Order No. 31, dated October 31, 1946, makes provision for Group II classification for civilian employees who are Chiefs of Missions or principal officers directly subordinate to Washington, D.C. The Order specifies that these officials will fall in grade CAF-13 or P-6 or above, unless otherwise approved by the Director.

2. I recommend the Group II classification for Mr. B. Caldwell, [redacted], and Birch P. O'Neal, who will be Chiefs of their respective Stations and directly subordinate to Washington, but whose grades are below the CAF-13 or P-6 level.

3. It is believed in each case that the fulfillment of the obligations at the Station concerned justifies the Group II classification. Therefore, there is attached a proposed letter of authorization for the Director's signature. The Director's approval of this proposed letter will permit the Special Funds Section to pay the Group II classification to the individuals concerned.

4. It is recommended that the payment under the Group II classification be made effective as of the dates the individuals concerned assume the responsibility at the overseas post.

cc: Registry - Admin. Bldg.

[redacted]
Mr. Farrell
Special Funds
Central Registry -2

DONALD H. GALLOWAY
Assistant Director
Special Operations

SECRET

2
1

SECRET

23 February 1947

TRANSFER LETTER AUTHORIZING PERMANENT CHANGE OF OFFICIAL STATIONTo: **Alfred P. O'Neal**

1. Pursuant to authority vested in me, the transfer of your official station from Washington, D.C. to Caracas, Venezuela is hereby ordered and approved.
2. This change of official station is to be effected as soon as practicable and is to be effective upon arrival at your new post. The transfer is not for your convenience or benefit, or at your request, but in the best interests of the Government. The reimbursement of travel expenses is authorized. Per diem in lieu of subsistence is authorized, and shall be in accordance with the provisions of Administrative Order No. 43. Living and quarters allowances at the rates authorized by Budget Circular A-3 shall be paid, effective upon arrival.
3. In accordance with the provisions of EO 9805, and subject to the availability of funds, the shipment at Government expense of your household goods and personal effects, including packing, crating, unloading, uncrating, drayage, and temporary storage not to exceed 60 days, within the prescribed weight allowance, is authorized.
4. Subject to the availability of funds, the movement of your immediate family at Government expense is authorized in accordance with regulations prescribed in EO 9805.

(Signed) Donald H. Gallaway
(Approving Officer)

SECRET

22 February 1947

MEMORANDUM FOR MR. FREDERICK B. LYON
DIRECTOR, OFFICE OF CONTROLS
DEPARTMENT OF STATE

Subject: Request for Foreign Service Title as Attache
at [] for Mr. Birch D. O'Neal

Enclosure: Personal History Statement of Birch D. O'Neal

1. It is requested that the Department of State grant to Mr. Birch D. O'Neal the Foreign Service title of Attache of Embassy []

2. Mr. O'Neal received his A.B. and M.L.B. Degrees from the University of Georgia. He was a Special Agent in the Federal Bureau of Investigation for nine years, with service in Latin America, and he practiced law one year. It is believed that he possesses the professional qualifications for the duties planned for him and, in addition, has the representative qualifications expected of an American official serving abroad.

3. Mr. O'Neal will receive from CIS a basic salary of \$5,905.00 per annum.

4. It is requested that a diplomatic passport be issued to Mr. O'Neal. in view of the fact that he will be the []

5. There is transmitted herewith a biographical sketch on Mr. O'Neal which sets forth in detail pertinent information on him and on his special qualifications for the duties it is intended that he perform at []

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

DONALD E. CALLOWAY
Assistant Director

Passport ready at EC State
on 14 March 1947.

Notified EC-

cc:

Ind. 100-100000

SECRET

28 FEB 1947

MEMORANDUM

TO : Chief, Special Funds Section
 FROM : Director, CIO
 TRFV : ADSO
 SUBJECT : Group II Classification under Bureau of Budget Circular A-8

1. The following officials of the Office of Special Operations are approved for the Group II classification for overseas quarters, under provisions of Bureau of the Budget Circular A-8, and CIO Administrative Order No. 31.

| | | |
|---------------------|--------|--------------------------------------|
| William E. Caldwell | CAF-12 | Chief of Station, Santiago, Chile |
| | CAF-12 | Chief of Station, Lima, Peru |
| | CAF-12 | Chief of Station, La Paz, Bolivia |
| | CAF-12 | Chief of Station, Quito, Ecuador |
| Birch D. O'Neal | CAF-12 | Chief of Station, Caracas, Venezuela |

2. This authorization will remain valid only so long as the above named individuals remain in their respective posts and directly subordinate to Washington, D. C.

3. This authorization will be effective as of the date that the individual concerned assumes his duties at the overseas post.

CC: Registry - Admin. Bldg.

Mr. Terrell
 Special Funds
 Central Registry - 2

ROYT S. VANDENBERG
 Lieutenant General, USA
 Director, CIO

Signed by Gen. V. 28 Feb. 1947
 SECRET

SECRET

26 February 1947

SECRET

TO: Control, Special Operations

FROM: R. G. Laddy
Acting Chief, WFF

VIA: Chief, Special Operations

SUBJECT: Request for Designation of Birch D. O'Neal.

1. Will you kindly request the State Department to designate Birch D. O'Neal as Attache, American Embassy, [redacted]

2. The [redacted] has not previously been in operation [redacted] and will be opened upon the arrival of Mr. O'Neal. [redacted] work is, at the present time, being carried on in the [redacted] Embassy by the Federal Bureau of Investigation, whose representative in that city carries the title of [redacted]

3. The FBI has approximately seven of its personnel stationed at this post.

4. Mr. O'Neal served from January 1938 to May 1940 as a Special Agent of the Federal Bureau of Investigation. In 1942 he spent [redacted] 1942-1943 he spent nine months in [redacted] and in 1943-1944 he spent [redacted] He was [redacted]

5. Mr. O'Neal is now located in Washington where he is completing arrangements for the opening of the [redacted]

6. [redacted] Subject will perform the duties [redacted] and will be [redacted] reporting directly to Washington.

7. [redacted]

8. This designation does not involve a replacement or an increase in personnel [redacted]

[redacted]

*Info for Mrs. Bailey:
5900-00, PAF-1*

SECRET

Index 1947

SECRET

10. Subject has

11. Mr. O'Neal will be accompanied to his station by his wife, Gladys F. O'Neal, an American-born citizen whose parents are also American citizens.

ATL: Personal History Statement
cc: JEC
WJ/er

SECRET

1511

19 February 1959

MEMORANDUM

TO: Employees Division
 FROM: Chief, Foreign Division T
 SUBJECT: Arch D. O'NEAL

It is requested that Mr. Arch D. O'Neal be transferred from Unvouchered Funds to Vouchered Funds, to occupy Slot No. 19, Chief, on the FDT Washington T/O.



37-3 Resig
 2.0. GS-13
 GS-13 \$7800.00
 OSO
 FDT

Wash DC (Field)
 Please trans leave
 to V Funds.

37-3 Appmt
 2.0. GS-13
 (Chief)

Wash DC
Sept
 S-1 Please trans leave
 from UV Funds.

CONFIDENTIAL

11 February, 1947

ACTIVITIES

Mr. Birch P. O'Neal entered on duty 11 February, 1947, with OSO, PET. His foreign assignment will be Chief of Station, Caracas, Venezuela, at grade CAF-12 at a salary of \$6905.20, and he will be carried on the Special Funds payroll.

The oath of office was completed on 11 February, 1947, and photographs, fingerprints, and other credentials required were requested this date. Request for physical examination and inoculations also made this date.

Agreement to remain at his station for the prescribed length of time (24 months) was also completed by Mr. O'Neal this date. In this connection, Mr. O'Neal posed a question with regard to releases granted to foreign service personnel when they wish to transfer to other government organizations while in the field. Captain Hillman called Mr. Warner in General Counsel to obtain an opinion from him in this matter. Captain Hillman was given the following information:

If a CIG employee wishes to transfer to another government agency while on duty at a foreign station, and prior to the end of his first year abroad, the employee, if released by CIG, will not be required to reimburse CIG for the cost of his own transportation, that of his family, nor the transportation of his personal effects to his original duty post. Return transportation to the States or to a new post with another government agency will be the responsibility of the individual, not CIG.

Assessment approval was given 10 February, 1947; security cleared 20 January, 1947.

Emergency address given by Mr. O'Neal:

Mrs. M. E. O'Neal, 211 Evans Street, Plainbridge, Ga.
Tel: 312-J

Temporary local residences: Plaza Hotel, Washington, D. C.

cc: FAT

CONFIDENTIAL

SECRET

REPRODUCTION MASTERS

SECRET
(When Filled In)
BIOGRAPHIC

BIOGRAPHIC PROFILE

H a n d l e W i t h C a r e

SECRET

SECRET

| | | | |
|---|---|---|--|
| NOTIFICATION OF ESTABLISHMENT OR CANCELLATION OF OFFICIAL COVER BACKSTOP | | DATE 24 February 1970 | |
| TO: (Check) | <input checked="" type="checkbox"/> CHIEF, RECORDS AND CONTROL | FILE NUMBER 236 | |
| | <input type="checkbox"/> CHIEF, CONTRACT PERSONNEL DIVISION | EMPLOYEE NUMBER 058553 | |
| | <input checked="" type="checkbox"/> CHIEF, OPERATING COMPONENT (For action) CI | ID CARD NUMBER | |
| ATTN: Chief Support Staff | | OFFICIAL COVER | BACKSTOP ESTABLISHED |
| REF: Retirement Debriefing | | | <input checked="" type="checkbox"/> DISCONTINUED |
| SUBJECT O'NEAL, Birch D. | | UNIT Department of State | |
| KEEP ON TOP OF FILE WHILE COVER IN EFFECT | | | |
| ESTABLISHMENT OF OFFICIAL COVER BLOCK RECORDS (OPM 20-800-11) | | <input checked="" type="checkbox"/> CANCELLATION OF OFFICIAL COVER UNBLOCK RECORDS (OPM 20-800-11) | |
| A. TEMPORARILY FOR _____ DAYS EFFECTIVE DATE COB _____ | | DATE XXXXXXXXXX | |
| B. CONTINUING AS OF COB | | From EOD | |
| SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY (HNB 20-7) | | SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HNB 20-7) | |
| <input checked="" type="checkbox"/> ASCERTAIN THAT <u>CIA</u> W-2 BEING ISSUED. (HNB 20-11) | | <input checked="" type="checkbox"/> RETURN ALL OFFICIAL DOCUMENTATION TO CCS. | |
| SUBMIT FORM 1322 FOR ANY CHANGE AFFECTING THIS COVER. (HR-240-30) | | DO NOT WRITE IN THIS BLOCK - FOR CCS INTERNAL USE ONLY | |
| SUBMIT FORM 1323 FOR TRANSFERRING COVER RESPONSIBILITY. (HR-240-20) | | | |
| SUBMIT FORM 2688 <input checked="" type="checkbox"/> FOR HOSPITALIZATION CARD | | | |
| | | | |
| REMARKS AND/OR COVER HISTORY 1947 - MAR 47 MAR 47 - DEC 49 DEC 49 - DEC 51 DEC 51 - APR 54 APR 54 - PRESENT | | | |
| DISTRIBUTION: COPY 1 - RCD COPY 2 - OPERATING COMPONENT COPY 3 - D/O COPY 4 - OL/TELSVC COPY 5 - CCS - CHADRO COPY 6 - CCS - FILE CD/s1 | | James H. Franklin CHIEF, OFFICIAL COVER, CENTRAL COVER STAFF | |

FORM 8-68 1551 USE PREVIOUS EDITION

SECRET

(13-20-63)

S E C R E T

4 December 1956

(Date)

MEMORANDUM FOR: Chief, Records & Services Division
Office of Personnel

THROUGH : Security Support Division
Office of Security

SUBJECT : Birch D. O'NEAL

1. [] arrangements have been completed for the above named subject who will be visiting a foreign country for a _____ day TDY trip.

2. Effective this date, it is requested that your records be properly ~~XXXXX~~ (re-opened) to ~~XXXX~~ (acknowledge) subject's current Agency employment by an external inquirer.

[]
Chief, Official Cover & Liaison, CCS

CC: SSD/OS

S E C R E T

DO NOT REMOVE
ON TOP OF FILE

JB
12-11-56

SECRET

DEC 5 1956
(Late)MEMORANDUM FOR: Chief, Records & Services Division
Office of PersonnelTHROUGH : Security Support Division
Office of SecuritySUBJECT :

1. arrangements have been completed for the above named subject who will be visiting a foreign country for a _____ day TDY trip.

2. Effective this date it is requested that your records be properly ~~marked~~ (re-opened) to ~~show~~ (acknowledge) subject's current Agency employment by an external inquirer.

Chief, Official Cover & Liaison, CCB

CC: SSD/AS

SECRET

HAS BEEN LIST REMAIN
ON TOP OF FILEJR
12-11-56

SECRET

12 October 1956
(Date)

MEMORANDUM FOR: Chief, Records & Services Division,
Office of Personnel

THROUGH Security Support Division,
Office of Security

SUBJECT: O'NEAL, Birch D.

1. arrangements have been completed for the above named subject who will be visiting a foreign country for a 30 day trip.

2. Effective 21 October 1956, it is requested that your records be properly (blocked) (~~redacted~~) to (deny) (~~redacted~~) subject's current Agency employment by an external inquirer.

Chief, Official Cover & Liaison, CCB

CC: 350/OS

SECRET

THIS MEMO MUST BE PLACED
ON TOP OF FILE

Please file
for
10-24-56

"PAY ADJUSTMENT IN ACCORDANCE WITH SCA SCHEDULES & PL 91-231 AND EXECUTIVE ORDER 11924 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI EFFECTIVE DATE OF OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 22 DEC 1962

NAME: ONEAL, BIRCH D. SERIAL: 06053 ORG.: 31101 GR-STEP: Y GS-10 Y SALARY: \$31,97

| | | | | | | | | | | | | | |
|---|--|----------------------------|--|------------------------|--|--|--|---|--|--|--|--|--|
| 1. LAST NAME ONEAL | | FIRST NAME BIRCH | | INITIAL(S) D | | 2. APPOINTMENT DATA Entered on duty 1 1 1 | | 3. TOTAL SERVICE FOR LEAVE (as of date of separation) | | | | | |
| 4. DATE AND NATURE OF SEPARATION RETIREMENT(VOL) UNDER CIA RETIREMENT & DISABILITY SYSTEM 2/28/70 | | | | | | Subject to Sec 303(d), 1951 Leave Act Yes <input type="checkbox"/> No <input type="checkbox"/> Ceased to be subject to Sec 303(d) on _____ | | Years 31 Months 5 Days 10 <input type="checkbox"/> More than 15 years | | | | | |
| SUMMARY OF ANNUAL AND SICK LEAVE (HOURS) | | | | | | SUMMARY OF HOME LEAVE (DAYS) | | | | | | | |
| 5. Balance from prior leave year ended 1-10-70 | | Annual 240 | | Sick 1076 | | 14. Date arrival abroad for HL purposes | | REMARKS SGDs 9-18-38 <i>Handwritten note: 2/28/70</i> | | | | | |
| 6. Current leave year or accrual through 2-21-70 | | Annual 24 | | Sick 12 | | 15. Current balance as of _____ | | | | | | | |
| 7. Total | | Annual 264 | | Sick 1088 | | 16. 12 month accrual rate | | | | | | | |
| 8. Reduction in credits, if any (current year) | | Annual 0 | | Sick 0 | | 17. Dates leave used, prior 24 months | | | | | | | |
| 9. Total leave taken | | Annual 0 | | Sick 0 | | 18. Monthly accrual date | | | | | | | |
| 10. Balance | | Annual 264 | | Sick 1088 | | 19. Calendar days credit for next accrual date | | | | | | | |
| 11. Total hours paid in lump sum 240 HOURS | | | | | | 20. Date basic service period completed | | | | | | | |
| 12. Salary rate(s) 30,054.00 | | | | | | 21. Dates during current calendar yr _____ to _____ | | | | | | | |
| 13. Leave dates 830 3-2-70 to 4-10-70 1700 (Hours) | | | | | | 22. Dates during preceding calendar yr _____ to _____ | | | | | | | |
| 26. Certified correct by <i>[Signature]</i> FOR CHIEF PAYROLL (Telephone) 351-2585 | | | | | | 23. During leave year in which separated | | | | | | | |
| | | | | | | 24. During step increase waiting period which began on 4-28-69 | | | | | | | |
| | | | | | | 25. During 12 month HL accrual period (dates) | | | | | | | |
| | | | | | | <table border="1"> <tr> <td>AWOP or AWOL or Furlough, Suspension (Hours)</td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </table> | | | | AWOP or AWOL or Furlough, Suspension (Hours) | | | |
| AWOP or AWOL or Furlough, Suspension (Hours) | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

Standard form 1150
November 1963
1150-106

RECORD OF LEAVE DATA TRANSFERRED

U.S. CIVIL SERVICE COMMISSION
FPM SUPPLEMENTS 296-51 AND 990-2

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

| | | | |
|---|---|--|---------------------------------------|
| 1. SERIAL NUMBER 650733 | | 2. NAME (LAST FIRST MIDDLE) RONALD BIRCH D | |
| 3. NATURE OF PERSONNEL ACTION A. TYPE: (VOLUNTEER) UNDER 1A B. TYPE: (CITIZENSHIP) 1A | | 4. EFFECTIVE DATE MO DA YR 11 17 71 | 5. CATEGORY OF EMPLOYMENT REL 1145 |
| 6. FUNDS | <input checked="" type="checkbox"/> V TO V <input type="checkbox"/> CF TO V <input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO CF | 7. Financial Analysis No. Chargeable R. CSC OR OTHER LEGAL AUTHORITY 2.6. 11-643 527 732 | |
| 9. ORGANIZATIONAL DESIGNATIONS 1. STATE 2. DISTRICT 3. COUNTY | | 10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C. | |
| 11. POSITION TITLE OPS OFFICER CH | | 12. POSITION NUMBER 1021 | 13. SERVICE DESIGNATION D |
| 14. CLASSIFICATION SCHEDULE (GS, BS, WS) | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY GRADE |
| GS | 0136.01 | 16 7 | 30154 |

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| | | | | | | |
|--|--|---|--|---|-------------------------------|-----------------------------|
| 19. ACTION CODE 115 | 20. EMPLOY CODE 111 | 21. OFFICE CODING NUMERIC ALPHABETIC | 22. STATE CODE | 23. DATE OF BIRTH MO DA YR | 24. DATE OF GRADE MO DA YR | 25. DATE OF LST MO DA YR |
| 26. NTE EXPIRES MO DA YR | 27. SPECIAL REFERENCE 1. CIV 2. CIV 3. CIV 4. NONE | 28. RETIREMENT DATA CODE | 29. VET PREFERENCE CODE 0. NONE 1. 5 PT 2. 10 PT | 30. SERV COMP DATE MO DA YR | 31. LONG COMP MO DA YR | 32. SOCIAL SECURITY NO. |
| 33. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0. NO PREVIOUS SERVICE 1. NO BREAK IN SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS) | | | 34. LEAV CODE | 35. STATE TAX DATA 43. FORM 1041-ES 1. YES 2. NO | | |



POSTED
2-27-70 (un)

FORM 566
1159
MAY 1967

Use Previous
Edition

SECRET

BBG

Excludes from automatic
downgrading and
declassification

(When Filled In)

SECRET
(When Filled In)

| NOTIFICATION OF PERSONNEL ACTION | | | | | | | | | | | |
|--|--|-----------------------------|--|--|--|-------------------------------------|--|-----------------------------------|-------------------------|----------------------------------|--|
| 1. SERIAL NUMBER | | 2. NAME (LAST FIRST MIDDLE) | | | | | | | | | |
| 3. NATURE OF PERSONNEL ACTION | | 4. EFFECTIVE DATE | | | | 5. CATEGORY OF EMPLOYMENT | | | | | |
| DESIGNATION AS PARTI INACT IN CIA RETIREMENT AND DISABILITY SYSTEM | | MO DA YR 12 22 70 | | | | REGULAR | | | | | |
| 6. FUNDS | | V TO V | | V TO CF | | 7. Financial Analysis No Chargeable | | 8. CSC OR OTHER LEGAL AUTHORITY | | | |
| CF TO V | | CF TO CF | | 1227 1176 RUND | | TPL 68-643 SECT 203 | | | | | |
| 9. ORGANIZATIONAL DESIGNATIONS | | | | | | 10. LOCATION OF OFFICIAL STATION | | | | | |
| OFFICIAL STAFF | | | | | | WASH., D.C. | | | | | |
| 11. POSITION TITLE | | | | | | 12. POSITION NUMBER | | | 13. SERVICE DESIGNATION | | |
| | | | | | | | | | D | | |
| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | | | | 15. OCCUPATIONAL SERIES | | 16. GRADE AND STEP | | 17. SALARY OR DATE | | | |
| | | | | | | 16 | | | | | |
| 18. REMARKS | | | | | | | | | | | |
| | | | | | | | | | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | | | | | |
| 19. ACTION CODE | | 20. EMPLOY CODE | | 21. OFFICE CODING | | 22. STATION CODE | | 23. INTEREST CODE | | 24. MILITARY CODE | |
| | | | | NUMERIC ALPHABETIC | | | | | | | |
| 25. DATE OF BIRTH | | 26. DATE OF GRADE | | 27. DATE OF LEI | | 28. DATE OF BIRTH | | 29. DATE OF GRADE | | 30. DATE OF LEI | |
| MO DA YR | | MO DA YR | | MO DA YR | | MO DA YR | | MO DA YR | | MO DA YR | |
| 31. NTE EXPIRES | | 32. SPECIAL REFERENCE | | 33. RETIREMENT DATA | | 34. SEPARATION DATA CODE | | 35. Separation / Calculation Data | | 36. SECURITY REF NO | |
| MO DA YR | | | | 1. CSC 2. CIA 3. FICA 4. NONE | | CODE | | TYPE MO DA YR | | 37. SEX | |
| 38. VET PREFERENCE | | 39. SERV COMP DATE | | 40. LONG COMP DATE | | 41. CAREER CATEGORY | | 42. REGI / HEALTH INSURANCE | | 43. SOCIAL SECURITY NO | |
| CODE | | NONE 1. 5 PT 2. 10 PT | | MO DA YR | | MO DA YR | | CODE | | HEALTH INS CODE | |
| 44. PREVIOUS CIVILIAN / GOVERNMENT SERVICE | | | | 45. LEAVE CAT CODE | | 46. FEDERAL TAX DATA | | 47. STATE TAX DATA | | | |
| CODE | | | | 1. NO PREVIOUS SERVICE 2. NO BREAK IN SERVICE 3. BREAK IN SERVICE (LESS THAN 3 YRS) 4. BREAK IN SERVICE (MORE THAN 3 YRS) | | FORM EXECUTED 1. YES 2. NO | | FED TAX EXEMPTIONS | | FORM EXECUTED 1. YES 2. NO | |
| | | | | | | CODE | | CODE | | STATE CODE | |
| SIGNATURE OR OTHER AUTHENTICATION | | | | | | | | | | | |
| <div style="float: right; border: 1px solid black; padding: 5px; text-align: center;"> POSTED 2-24-70 DB </div> | | | | | | | | | | | |

FORM 5-68

1150
MAY 10-67Use Previous
Edition**SECRET****FVD**

Excluded from automatic
downgrading and
declassification

(When Filled In)

I-50

| | | | | | | | | | |
|---|------|----------------|----------------|--------------------|------|---------------|----------------|----------------|-----|
| 1. SERIAL NO. | | 2. NAME | | 3. ORGANIZATION | | 4. FUNDS | | 5. LWOP HOURS | |
| 058553 | | ONEAL, BIRCH D | | 31 250 | | V | | | |
| 6. OLD SALARY RATE | | | | 7. NEW SALARY RATE | | | | 8. TYPE ACTION | |
| Grade | Step | Salary | Last Eff. Date | Grade | Step | Salary | EFFECTIVE DATE | SI | ADJ |
| GS 16 | 6 | \$29,219 | 12/31/67 | GS 16 | 7 | \$30,054 | 12/29/69 | | |
| CERTIFICATION AND AUTHENTICATION | | | | | | | | | |
| I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE. | | | | | | | | | |
| SIGNATURE <i>[Signature]</i> | | | | | | DATE 10/10/69 | | | |
| <input checked="" type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD | | | | | | | | | |
| CLERKS INITIALS <i>mox</i> | | | | AUDITED BY | | | | | |
| FORM 560 E Use previous editions PAY CHANGE NOTIFICATION (4-31) | | | | | | | | | |

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTION 212 OF 90-206 AND EXECUTIVE ORDER 11474 PURSUANT TO THE POLICY OF DOJ AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DOJ DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 JULY 1969

NAME
ONEAL, BIRCH D

SERIAL: 058553 FUNDS: GS-STEP
GRADE: 16 250 GS 16 4

NEW
SALARY
\$29,219

00000

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 216 OF PL 90-206 AND
EXECUTIVE ORDER 11413 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT
OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1966

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | OLD SALARY | NEW SALARY |
|---------------|--------|-------|-------|-----------|---------------|---------------|
| ONEAL BIRCH D | 058553 | 31 | 250 | V GS 16 5 | \$24,477 | \$26,640 |

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-206
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | OLD SALARY | NEW SALARY |
|---------------|--------|-------|-------|-----------|---------------|---------------|
| ONEAL BIRCH D | 058553 | 31 | 250 | V GS 16 5 | \$22,755 | \$23,778 |

I 50

| | | | | | | | | | |
|--|------|-------------------------|---------------|-------------------|------|--------------------------------|----------------|---------------|------|
| 1 SERIAL NO | | 2 NAME | | 3 ORGANIZATION | | 4 FUNDS | | 5 LWOP HOURS | |
| 058553 | | ONEAL BIRCH D | | 31 250 | | V | | | |
| 6 OLD SALARY RATE | | | | 7 NEW SALARY RATE | | | | 8 TYPE ACTION | |
| Grade | Step | Salary | Last Eff Date | Grade | Step | Salary | EFFECTIVE DATE | SI | ADJ. |
| GS 16 | 5 | 22,331 | 01/02/66 | GS 16 | 6 | 22,755 | 12/31/67 | | |
| CERTIFICATION AND AUTHENTICATION | | | | | | | | | |
| I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE. | | | | | | | | | |
| SIGNATURE <i>[Signature]</i> | | | | | | DATE <i>13 Jul 1966</i> | | | |
| <input checked="" type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD | | | | | | | | | |
| CLERKS INITIALS <i>nm</i> | | E. O. 12812 | | | | APPROVED BY <i>[Signature]</i> | | | |
| FORM 7-66 560 E Use previous editions | | PAY CHANGE NOTIFICATION | | | | | | (4-91) | |

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504, PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962,"

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | OLD SALARY | NEW SALARY |
|---------------|--------|-------|-------|-----------|------------|------------|
| ONEAL BIRCH D | 058553 | 31 | 250 | V GS 16 5 | \$22,331 | \$22,755 |

RZ: 10 JAN 66

SECRET
(When Filled In)

| NOTIFICATION OF PERSONNEL ACTION | | | | | | | |
|--|--|-------------------------------|--|----------------------------------|--|---------------------------|--|
| 1. SERIAL NUMBER | | 2. NAME (LAST FIRST MIDDLE) | | | | | |
| 058553 | | ONEAL BIRCH D | | | | | |
| 3. NATURE OF PERSONNEL ACTION | | | | 4. EFFECTIVE DATE | | 5. CATEGORY OF EMPLOYMENT | |
| PROMOTION - CORRECTION | | | | 01 02 66 | | REGULAR | |
| 6. FUNDS | | 7. COST CENTER NO. CHARGEABLE | | 8. CSC OR OTHER LEGAL AUTHORITY | | | |
| X | | 6227 0170 0000 | | 50 USC 403 J | | | |
| 9. ORGANIZATIONAL DESIGNATIONS | | | | 10. LOCATION OF OFFICIAL STATION | | | |
| DUP/CI STAFF | | | | WASH., D.C. | | | |
| 11. POSITION TITLE | | | | 12. POSITION NUMBER | | 13. SERVICE DESIGNATION | |
| OPS OFFICER CH | | | | 0022 | | D | |
| 14. CLASSIFICATION SCHEDULE (GS, LB, etc) | | 15. OCCUPATIONAL SERIES | | 16. GRADE AND STEP | | 17. SALARY OR RATE | |
| GS | | 0136.01 | | 16 5 | | 22331 | |
| 18. REMARKS | | | | | | | |
| THIS ACTION CORRECTS FORM 1150 EFFECTIVE 01/02/66 AS FOLLOWS: ITEM #7 WHICH READ 6227 0000 0000 TO READ 6227 0170 0000. | | | | | | | |

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| | | | | | | | | | | | | | | | | | |
|--|--------------------|--------------------------|------------|------------------------------|----------------------|-----------------------------|-------------------|----------------------------------|--------------------|-------------------|-------------------------|-----------------|-----------------|---------|-----|--------------|--|
| ACTION CODE | 20. Employ Code | 21. OFFICE CODING | | 22. STATION CODE | 23. INTEGREE CODE | 24. Mgmt Code | 25. DATE OF BIRTH | | | 26. DATE OF GRADE | | | 27. DATE OF LEI | | | | |
| | | NUMERIC | ALPHABETIC | | | | MO. | DA. | YR. | MO. | DA. | YR. | MO. | DA. | YR. | | |
| | | | | | | | | 06 01 13 | | | | | | | | | |
| 28. EXPIRES | | 29. SPECIAL REFERENCE | | 30. RETIREMENT DATA | | 31. SEPARATION DATA CODE | | 32. CORRECTION/CANCELLATION DATA | | | 33. SECURITY REQ NO | | | 34. SEX | | | |
| DA YR | | | | 1. CSC 2. FICA 3. NONE | | TYPE | | MO. DA YR | | | EOD DATA | | | | | | |
| PREFERENCE | | 36. SERV. COMP. DATE | | 37. LONG. COMP. DATE | | 38. CAREER CATEGORY | | 39. FEGLI / HEALTH INSURANCE | | | 40. SOCIAL SECURITY NO. | | | | | | |
| 0. NONE 1. 5 PT 2. 10 PT | | MO. DA YR | | MO. DA YR | | CODE | | CODE | | | HEALTH INS CODE | | | | | | |
| PREVIOUS GOVERNMENT SERVICE DATA | | | | 42. LEAVE CAT CODE | | 43. FEDERAL TAX DATA | | | 44. STATE TAX DATA | | | | | | | | |
| 0. NO PREVIOUS SERVICE 1. NO BREAK IN SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS) | | | | | | FORM EXECUTED: CODE | | | NO TAX EXEMPTIONS | | | FORM EXECUTED | | CODE | | NO TAX EXEMP | |
| | | | | | | 1. YES 2. NO | | | | | | 1. YES 2. NO | | | | | |

SIGNATURE OR OTHER AUTHENTICATION

DEC 11 1966

RZF: 29 DEC 65

SECRET
(When Filled In)

| NOTIFICATION OF PERSONNEL ACTION | | | | | | | | | | | |
|---|-----------------|-----------------------------------|----|--|-------------------|--------------------------------------|----------------------|--|----------------------|-------------------------|---------|
| 1. SERIAL NUMBER | | 2. NAME (LAST FIRST MIDDLE) | | | | | | | | | |
| 058553 | | ONEAL BIRCH D | | | | | | | | | |
| 3. NATURE OF PERSONNEL ACTION | | | | | | 4. EFFECTIVE DATE | | 5. CATEGORY OF EMPLOYMENT | | | |
| PROMOTION | | | | | | MO DA YR 01 02 66 | | REGULAR | | | |
| 6. FUNDS | | V TO V | | V TO CF | | 7. COST CENTER NO. CHARGEABLE | | 8. CSC OR OTHER LEGAL AUTHORITY | | | |
| X | | CF TO V | | CF TO CF | | 6227 0000 0000 | | 50 USC 403 J | | | |
| 9. ORGANIZATIONAL DESIGNATIONS | | | | | | 10. LOCATION OF OFFICIAL STATION | | | | | |
| DDP/CI STAFF | | | | | | WASH., D.C. | | | | | |
| 11. POSITION TITLE | | | | | | 12. POSITION NUMBER | | 13. SERVICE DESIGNATION | | | |
| OPS OFFICER CH | | | | | | 0022 | | D | | | |
| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) | | | | 15. OCCUPATIONAL SERIES | | 16. GRADE AND STEP | | 17. SALARY OR RATE | | | |
| GS | | | | 0136.01 | | 16 5 | | 22331 | | | |
| 18. REMARKS | | | | | | | | | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | | | | | |
| 19. ACTION CODE | 20. EMPLOY CODE | 21. OFFICE CODING | | 22. STATION CODE | 23. INTERSEE CODE | 24. NDRG CODE | 25. DATE OF BIRTH | 26. DATE OF GRADE | 27. DATE OF LES | | |
| 22 | 10 | 31250 | CI | 75013 | | 1 | MO DA YR 06 01 13 | MO DA YR 01 02 66 | MO DA YR 01 02 66 | | |
| 28. NTE EXPIRES | | 29. SPECIAL REFERENCE | | 30. RETIREMENT DATA | | 31. SEPARATION DATA CODE | | 32. CORRECTION/CANCELLATION DATA | | 33. SECURITY REQ NO. | 34. SEN |
| MO DA YR | | | | 1 - CSC 2 - FICA 3 - NONE | | | | YES MO DA YR | | | |
| 35. VET. PREFERENCE | | 36. SERV COMP DATE | | 37. LONG COMP. DATE | | 38. CAREER CATEGORY | | 39. FEGLI / HEALTH INSURANCE | | 40. SOCIAL SECURITY NO. | |
| CODE | | 0 - NONE 1 - 5 PT 2 - 10 PT | | MO DA YR | | CAH Q111 PHYS TEMP | | CODE CODE 0 - WAIVER 1 - YES | | HEALTH INS CODE | |
| 41. PREVIOUS GOVERNMENT SERVICE DATA | | | | 42. LEAVE CAT. CODE | | 43. FEDERAL TAX DATA | | 44. STATE TAX DATA | | | |
| CODE | | | | 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS) | | FORM EXECUTED CODE NO TAX EXEMPTIONS | | FORM EXECUTED CODE NO TAX EXEMPT. STATE CODE | | | |
| | | | | | | 1 - YES 2 - NO | | 1 - YES 2 - NO | | | |
| SIGNATURE OR OTHER AUTHENTICATION | | | | | | | | | | | |
| <div style="text-align: right;"> <div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED DEC 17 66 </div> </div> | | | | | | | | | | | |

FORM 11-62 1150

Use Previous Edition

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF GPO 49-301
PURSUANT TO AUTHORITY OF RCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 1 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | OLD SALARY | NEW SALARY |
|---------------|--------|-------|-------|---------|------------------|---------------|
| ONEAL BIRCH D | 058553 | 31 | 250 | V. | GS 15 6 \$19,310 | \$20,005 |

ISA

| | | | | | | | |
|--|------|---------------|----------------|-----------------------|------|---------------|----------------|
| 1. Serial No. | | 2. Name | | 3. Cost Center Number | | 4. LWOP Hours | |
| 058553 | | ONEAL BIRCH D | | 31 250 V | | | |
| 5. OLD SALARY RATE | | | | 6. NEW SALARY RATE | | | |
| Grade | Step | Salary | Last Eff. Date | Grade | Step | Salary | Effective Date |
| GS 15 | 6 | \$19,310 | 10/27/63 | GS 15 | 7 | \$20,005 | 10/24/65 |
| 7. TYPE ACTION | | | | | | | |
| PSI LSI ADJ. | | | | | | | |
| 8. Remarks and Authentication | | | | | | | |
| / / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS <i>RL</i> AUDITED BY | | | | | | | |
| I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE. | | | | | | | |
| SIGNATURE: <i>[Signature]</i> DATE: <i>11/1/65</i> | | | | | | | |
| PAY CHANGE NOTIFICATION | | | | | | | |

Form 9-61 560

Obsolete Previous Edition

(4-51)

Oct 25 9 53 AM '65

[Handwritten initials]

SALARY CONVERTED TO RATE SHOWN FOR INDIVIDUAL'S GRADE AND STEP AS INDICATED IN CHART BELOW.

[illegible]

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-703 AND DCI
MEMORANDUM DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS,
EFFECTIVE 1 JANUARY 1964.

| NAME | SERIAL | DEGN | FUNDS | GR-ST | OLD SALARY | NEW SALARY |
|---------------|--------|------|-------|-------|------------------|---------------|
| ONEAL BIRCH D | 058553 | 31 | 250 | V | GS 15 6 \$16,965 | \$18,240 |

337-1001

| | | | | | | | | | |
|---|------|---------------|---------------|-----------------------|------|---------------|----------------|----------------|-----|
| 1. Serial No. | | 2. Name | | 3. Cost Center Number | | 4. LWOP Hours | | | |
| 058553 | | ONEAL BIRCH D | | 32 250 V | | | | | |
| 5. OLD SALARY RATE | | | | 6. NEW SALARY RATE | | | | 7. TYPE ACTION | |
| Grade | Step | Salary | Last EN. Date | Grade | Step | Salary | Effective Date | PSI | LSI |
| GS 15 | 5 | \$16,485 | 10/29/61 | GS 15 | 6 | \$16,965 | 10/27/63 | | |
| <p>8. Remarks and Authentication</p> <p>/ / NO EXCESS LWOP</p> <p>/ / IN PAY STATUS AT END OF WAITING PERIOD</p> <p>/ / LWOP STATUS AT END OF WAITING PERIOD</p> <p style="text-align: center;">CLEMKS INITIALS AUDITED BY</p> <p style="text-align: center;">I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.</p> <p>SIGNATURE: <i>[Signature]</i> DATE: 10 Aug 63</p> <p style="text-align: center;">PAY CHANGE NOTIFICATION</p> | | | | | | | | | |

337-1001

| NAME | SERIAL | ORGN | FUNDS | OLD | OLD | NEW | NEW |
|---------------|--------|-------|-------|------|--------|------|--------|
| | | | | GRST | SALARY | GRST | SALARY |
| ONEAL BIRCH D | 059553 | 32250 | V | 15 | 315030 | 15 | 314485 |

| | | | |
|---|---------------|-----------------------|----------------|
| 1. Serial No. | 2. Name | 3. Cost Center Number | 4. LWOP Hours |
| 58553 | ONEAL BIRCH D | 000001 / V | |
| 5. OLD SALARY RATE | | 6. NEW SALARY RATE | |
| Grade | Step | Salary | Effective Date |
| GS | 15 | 4 | \$14,705 |
| 05/01/60 | 15 | 5 | \$15,030 |
| 10/29/61 | | | |
| 7. TYPE ACTION | | | |
| PSI | LSI | ADJ. | |
| 8. Remarks and Authentication | | | |
| / / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / IN LWOP STATUS AT END OF WAITING PERIOD | | | |
| E. J. Echols PAY CHANGE NOTIFICATION | | | |

(431)

IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-568 AND DCI MEMO DATED
1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1960.

| SD | NAME | SERIAL | ORGN | GR-ST | OLD SALARY | NEW SALARY |
|----|---------------|--------|-------|---------|------------|------------|
| 01 | ONEAL PIRCH D | 158553 | 54 18 | GS-15 4 | \$13,670 | \$14,705 |

151 EMMETT O. SCHOLS
DIRECTOR OF PERSONNEL

SECRET
(WHEN FILLED IN)

| | | | | | | | | | | | |
|---|------|---------------|---------------------|-----|----|-------------------------|------|----------|----------------|--------------|----|
| 1. EMP. SERIAL NO. | | 2. NAME | | | | 3. ASSIGNED ORGN. | | 4. FUNDS | | 5. ALLOTMENT | |
| 158553 | | ONEAL PIRCH D | | | | DDP/CI | | V-20 | | | |
| 6. OLD SALARY RATE | | | | | | 7. NEW SALARY RATE | | | | | |
| GRADE | STEP | SALARY | LAST EFFECTIVE DATE | | | GRADE | STEP | SALARY | EFFECTIVE DATE | | |
| | | | MO | DA. | YR | | | | MO | DA. | YR |
| GS 15 | 3 | \$13,370 | 11 | 02 | 58 | GS 15 | 4 | \$13,670 | 05 | 01 | 60 |
| TO BE COMPLETED BY THE OFFICE OF COMPTROLLER | | | | | | | | | | | |
| 8. CHECK ONE <input checked="" type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP | | | | | | 9. NUMBER OF HOURS LWOP | | | | | |
| IF EXCESS LWOP, CHECK FOLLOWING: | | | | | | 10. INITIALS OF CLERK | | | | | |
| <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD | | | | | | 11. ASSIGNED BY | | | | | |
| <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD | | | | | | | | | | | |
| TO BE COMPLETED BY THE OFFICE OF PERSONNEL | | | | | | | | | | | |
| 12. TYPE OF ACTION | | | | | | 13. REMARKS | | | | | |
| <input type="checkbox"/> P.B.I. <input type="checkbox"/> L.B.I. <input type="checkbox"/> PAY ADJUSTMENT | | | | | | | | | | | |
| 14. AUTHENTICATION | | | | | | | | | | | |
| <div style="text-align: center;"> </div> | | | | | | | | | | | |
| PAY CHANGE NOTIFICATION | | | | | | | | | | | |

FORM
5-59

560 OBSOLETE PREVIOUS EDITION
REPLACES FORM 560A AND 560B.

SECRET

OFFICIAL PERSONNEL FOLDER (4)

SECRET
(WHEN FILLED IN)

| | | | | | | | | | | | |
|--|--|---------------|--|----------|--------------------|-------------------------|----------|--|----------------|--|--|
| 1. EMP. SERIAL NO. | | 2. NAME | | | 3. ASSIGNED ORGAN. | | 4. FUNDS | | 5. ALLOTMENT | | |
| 158553 | | ONEAL BIRCH D | | | DOP/CI | | V-20 | | | | |
| 6. OLD SALARY RATE | | | | | | 7. NEW SALARY RATE | | | | | |
| GRADE | | STEP | | SALARY | | LAST EFFECTIVE DATE | | | EFFECTIVE DATE | | |
| | | | | | | MO. DA. YR. | | | MO. DA. YR. | | |
| GS 15 | | 2 | | \$13,070 | | 05 05 57 | | | 11 02 58 | | |
| REMARKS | | | | | | | | | | | |
| CERTIFICATION | | | | | | | | | | | |
| I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY. | | | | | | | | | | | |
| TYPED, OR PRINTED, NAME OF SUPERVISOR | | | | DATE | | SIGNATURE OF SUPERVISOR | | | | | |
| S. H. Horton | | | | 11/11/57 | | <i>[Signature]</i> | | | | | |
| PERIODIC STEP INCREASE - CERTIFICATION | | | | | | | | | | | |

FORM NO. 560
1 MAR 55

SECRET

PERSONNEL FOLDER (4)

SECRET
(WHEN FILLED IN)

| | | | | | | | | | | | |
|--|--|---------------|--|----------|--------------------|-------------------------|----------|--|----------------|--|--|
| 1. EMP. SERIAL NO. | | 2. NAME | | | 3. ASSIGNED ORGAN. | | 4. FUNDS | | 5. ALLOTMENT | | |
| 158553 | | ONEAL BIRCH D | | | DOP/CI | | V-20 | | | | |
| 6. OLD SALARY RATE | | | | | | 7. NEW SALARY RATE | | | | | |
| GRADE | | STEP | | SALARY | | LAST EFFECTIVE DATE | | | EFFECTIVE DATE | | |
| | | | | | | MO. DA. YR. | | | MO. DA. YR. | | |
| GS 15 | | 2 | | \$13,070 | | 05 05 57 | | | 11 02 58 | | |
| TO BE COMPLETED BY THE OFFICE OF THE COMPTROLLER | | | | | | | | | | | |
| 8. CHECK ONE <input checked="" type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP | | | | | | 9. NUMBER OF HOURS LWOP | | | | | |
| IF EXCESS LWOP, CHECK FOLLOWING: | | | | | | 10. INITIALS OF CLERK | | | | | |
| <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD | | | | | | <i>[Signature]</i> | | | | | |
| <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD | | | | | | 11. AUDITED BY | | | | | |
| TO BE COMPLETED BY THE OFFICE OF PERSONNEL | | | | | | | | | | | |
| 12. PROJECTED SALARY RATE AND EFFECTIVE DATE | | | | | | 13. REMARKS | | | | | |
| GRADE | | STEP | | SALARY | | MO. DA. YR. | | | | | |
| | | | | | | | | | | | |
| 14. AUTHENTICATION | | | | | | | | | | | |
| <div style="display: flex; justify-content: space-between;"> <div> <p>25 JUN 58 17 100</p> <p>SEC. PAYROLL BRANCH</p> </div> <div> <p align="center">SECRET</p> </div> </div> | | | | | | | | | | | |
| PERIODIC STEP INCREASE - AUTHENTICATION | | | | | | | | | | | |

FORM NO. 560b
1 MAR 55

SECRET

PERSONNEL FOLDER (4)

GENERAL SCHEDULE SALARY INCREASES ARE ACTIVELY EFFECTIVE
12 JANUARY 1958 AUTHORIZED BY H. L. 65 - 467 AND DCI
DIRECTIVE. SALARY AS OF 15 JUNE 1958 ADJUSTED AS FOLLOWS

| NAME | SERIAL | GRADE-STEP | OLD SALARY | NEW SALARY |
|---------------|--------|------------|------------|------------|
| ONEAL BIRCH D | 158553 | GS-15-2 | \$11,880 | \$12,070 |

GORDON M. STEWART
/S/ DIRECTOR OF PERSONNEL

SECRET
(WHEN FILLED IN)

| | | | | | | | | | | | |
|--|------|--------------------------|---------------------|-------------------------------|----|--------------------|------|--------------|----------------|----|----|
| 1. EMP. SERIAL NO. 158553 | | 2. NAME ONEAL BIRCH D | | 3. ASSIGNED ORGAN DDP/CI-7 | | 4. FUNDS V-20 | | 5. ALLOTMENT | | | |
| 6. OLD SALARY RATE | | | | | | 7. NEW SALARY RATE | | | | | |
| GRADE | STEP | SALARY | LAST EFFECTIVE DATE | | | GRADE | STEP | SALARY | EFFECTIVE DATE | | |
| | | | MO | DA | YR | | | | MO | DA | YR |
| 15 | 1 | \$11,610 | 11 | 06 | 55 | 15 | 2 | \$11,880 | 05 | 05 | 57 |
| REMARKS | | | | | | | | | | | |
| CERTIFICATION | | | | | | | | | | | |
| I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY. | | | | | | | | | | | |
| SIGNATURE OF SUPERVISOR <i>James H. [illegible]</i> | | | | | | | | | | | |

SECRET
(WHEN FILLED IN)

| | | | | | | | | | | | |
|---|------|--------------------------|---------------------|-----------------------------|----|-------------------------------|------|--------------|----------------|----|----|
| 1. EMP. SERIAL NO. 158553 | | 2. NAME ONEAL BIRCH D | | 3. ASSIGNED ORGAN DDP/CI | | 4. FUNDS V-20 | | 5. ALLOTMENT | | | |
| 6. OLD SALARY RATE | | | | | | 7. NEW SALARY RATE | | | | | |
| GRADE | STEP | SALARY | LAST EFFECTIVE DATE | | | GRADE | STEP | SALARY | EFFECTIVE DATE | | |
| | | | MO | DA | YR | | | | MO | DA | YR |
| 15 | 1 | \$11,610 | 11 | 06 | 55 | 15 | 2 | \$11,880 | 05 | 05 | 57 |
| TO BE COMPLETED BY THE OFFICE OF COMPTROLLER | | | | | | | | | | | |
| 9. CHECK ONE <input checked="" type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP | | | | | | 9. NUMBER OF HOURS LWOP | | | | | |
| IF EXCESS LEAVE LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD | | | | | | 10. INITIALS OF CLERK | | | 11. AUDITED BY | | |
| TO BE COMPLETED BY THE OFFICE OF PERSONNEL | | | | | | | | | | | |
| 12. PROJECTED SALARY RATE AND EFFECTIVE DATE | | | | | | 13. REMARKS | | | | | |
| GRADE | STEP | SALARY | MO | DA | YR | <i>[Handwritten initials]</i> | | | | | |
| | | | | | | | | | | | |
| 14. AUTHENTICATION | | | | | | | | | | | |
| G. M. STEWART | | | | | | | | | | | |
| PERIODIC STEP INCREASE - AUTHENTICATION | | | | | | | | | | | |

| | | | | | | | |
|--|--|---|--|--|--|---|--|
| 1. NAME (MR., MISS, MRS., OR OTHER NAME, INITIALS, AND SUFFIX) | | 2. DATE OF BIRTH | | 3. JOURNAL ACTION NO. | | 4. DATE | |
| Mr. Birch D. O'Real <i>136563</i> | | 1 June 1913 | | | | 4 Nov 1955 | |
| This is to notify you of the following action affecting your employment: | | | | | | | |
| 5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) | | | | 6. EFFECTIVE DATE | | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY | |
| Promotion | | | | 6 Nov 1955 | | 50 USCA 403 j | |
| FROM | | | | TO | | | |
| IO-CI-CH | | BU-22 | | 8. POSITION TITLE | | IO-CI-CH BU-22 | |
| GS-0136.53-14 \$10,265.00 Per Annum | | 9. SERVICE, SERIES, GRADE, SALARY | | GS-0136.53-15 \$11,610.00 Per Annum | | DDP/CI Staff Office of the Chief | |
| | | 10. ORGANIZATIONAL DESIGNATIONS | | | | | |
| | | 11. HEADQUARTERS | | Washington, D.C. | | | |
| <input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | | 12. FIELD OR DEPT'L | | <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | | | |
| 13. VETERAN'S PREFERENCE | | | | 14. POSITION CLASSIFICATION ACTION | | | |
| NONE <input checked="" type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> S-PT <input type="checkbox"/> 10-POINT <input type="checkbox"/> DISAB <input type="checkbox"/> OTHER <input type="checkbox"/> | | | | NEW <input type="checkbox"/> VICE <input type="checkbox"/> L. A. <input type="checkbox"/> REAL <input type="checkbox"/> SD/DI | | | |
| 15. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F | | 16. RACE <input type="checkbox"/> W <input type="checkbox"/> N <input type="checkbox"/> O | | 17. APPROPRIATION | | 18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) | |
| | | | | FROM: 6-2705-27 TO: Same | | 19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) | |
| | | | | | | 20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: | |
| 21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements. | | | | | | | |
| <div style="text-align: right;"><i>9/12/55</i></div> | | | | | | | |

4. PERSONNEL FOLDER COPY

☆ U. S. GOVERNMENT PRINTING OFFICE: 1939-915739

CENTRAL INTELLIGENCE AGENCY
NOTIFICATION OF PERSONNEL ACTION

| | | | | |
|---|--|--|--|---|
| 1. NAME (MR., MRS., MISS, OR MS. GIVEN NAME, INITIALS, AND SURNAME) Mr. Birch D. O'Neal | | 2. DATE OF BIRTH 1 June 1913 | 3. JOURNAL OR ACTION NO. | 4. DATE 17 May 1955 |
| This is to notify you of the following action affecting your employment: | | | | |
| 5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Reassignment (Correction)* | | 6. EFFECTIVE DATE B.O.B. 3 May 1955 | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 USC 103-1 | |
| FROM | | TO | | |
| Area Ops. Of (Sta Ch) BAF 102-14 OS-0136.01-14 \$10,200.00 per annum DDP/WH Guatemala City, Guatemala | | 8. POSITION TITLE IO-CI-CH BU 22-14 9. SERVICE, SERIES, GRADE, SALARY OS-0136.93-14 \$10,200.00 per annum 10. ORGANIZATIONAL DESIGNATIONS IDP/CI Staff Office of the Chief 11. HEADQUARTERS Washington, D. C. | | |
| <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | | <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | | |
| 13. VETERAN'S PREFERENCE NONE <input checked="" type="checkbox"/> WWII <input type="checkbox"/> OTHER <input type="checkbox"/> 5-PT. <input type="checkbox"/> 10-POINT BONUS <input type="checkbox"/> OTHER <input type="checkbox"/> | | 14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> RISE <input type="checkbox"/> L. & R. <input type="checkbox"/> REAL <input type="checkbox"/> | | |
| 15. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F | | 16. RACE <input checked="" type="checkbox"/> W <input type="checkbox"/> N | | |
| 17. APPROPRIATION FROM: 5-3560-55-053 TO: 5-2725-27 | | 18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | | 19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) |
| 20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: | | | | |
| 21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements. | | | | |
| *This action corrects Item #9, on notification dated 6 May 1955, to show the correct salary, previously PURCHASE \$10,000.00 per annum. EFFECTIVE 3 May 1955 SALARY ADJUSTED TO: <u>70,000.00</u> "Transfer TO Vouchered funds FROM Unvouchered funds." | | | | |

CODED

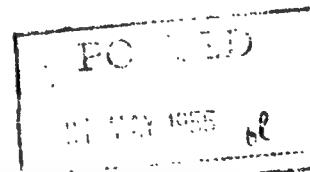
FOR

QUALIFICATIONS
DATE 11/1/55

Director of Personnel

4. PERSONNEL FOLDER COPY

U. S. GOVERNMENT PRINTING OFFICE: 1954-313735



CONFIDENTIAL

CONFIDENTIAL
CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

| | | | | |
|---|---|--|---|---|
| 1. NAME (MR., MISS, MRS., OR MISS; GIVE NAME, INITIALS, AND SURNAME) Mr. Birch D. O'NEAL | | 2. DATE OF BIRTH 1 June 1913 | 3. JOURNAL ACTION NO. 59-1554-4701 | 4. DATE 6 May 1955 |
| This is to notify you of the following action affecting your employment: | | | | |
| 5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Resignation | | 6. EFFECTIVE DATE D.O.B. 8 May 1955 | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY | |
| FROM Area Ops. Of (Sta Ch) NAF 102-14 GS-0136.01-14 \$10,000.00 per annum DDP/MS Guatemala City, Guatemala | | 8. POSITION TITLE IO-CI-CH BU 22-14 9. SERVICE, SERIES, GRADE, SALARY GS-0136.53-14 \$10,000.00 per annum DDP/CI Staff Office of the Chief 10. ORGANIZATIONAL DESIGNATIONS 11. HEADQUARTERS Washington, D. C. | | |
| 12. FIELD OR DEPT'L <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | | 12. FIELD OR DEPT'L <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | | |
| 13. VETERAN'S PREFERENCE NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> 5-PT <input type="checkbox"/> 10 POINT <input type="checkbox"/> DISAB. OTHER | | 14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/> SD-01 | | |
| 15. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F | 16. RACE <input checked="" type="checkbox"/> W <input type="checkbox"/> N <input type="checkbox"/> O | 17. APPROPRIATION FROM: 5-3560-55-058 TO: 5-2705-27 | 18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | 19. DATE OF EXPIRATION OF APPOINTMENT (YES-NO) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |
| 20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: | | | | |
| 21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements. "Transfer TO Vouchered funds FROM Unvouchered funds." CONFIDENTIAL ENTRANCE PERFORMANCE RATING: 1.0 Director of Personnel | | | | |
| 22. SIGNATURE OF OFFICIAL AUTHORIZING ACTION CONFIDENTIAL 5/17/55 | | | | |

4. PERSONNEL FOLDER COPY

| | | | | | | | | | |
|--|--|--|--|---------------------|--|-------------|--|-------------|--|
| 1. Agency and organizational designation | | | | 2. Payroll period | | 3. Bulk No. | | 4. Slip No. | |
| 5. Employee's name (and social security account number when appropriate) | | | | 6. Grade and salary | | | | | |
| O'NEAL, BIRCH D. | | | | GS-11 \$10000.00 | | | | | |

| PAYROLL CHANGE DATA | | | | | | | | | | | | |
|---------------------|----------|----------|-----------|------|-------------|------|----------|-----------|-----------------|--|--|-----|
| | BASE PAY | OVERTIME | GROSS PAY | RET. | FEDERAL TAX | BOND | F.I.C.A. | STATE TAX | GROUP LIFE INS. | | | NET |
| 7. Previous normal | | | | | | | | | | | | |
| 8. New normal | | 1.00 | | | | | | | | | | |
| 9. Pay this period | | 0.00 | | | | | | | | | | |

| | | | | | | | | | |
|-------------|--|--|--|--|--|----------------------|--|-----------------|--|
| 10. Remarks | | | | | | 11. Appropriation(s) | | 12. Prepared by | |
| | | | | | | WH 4 | | JPD/8 FEB 55 | |
| | | | | | | | | 13. Audited by | |
| | | | | | | | | | |

| | | | | |
|---|-----------------------------------|---------------------|---------------------|--|
| <input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase | | | | |
| 14. Effective date | 15. Date last equivalent increase | 16. Old salary rate | 17. New salary rate | 18. Performance rating & satisfactory or better. |
| 27 MAR 55 | 27 SEP 53 | \$10000.00 | \$10200.00 | (Signature or other authentication) |

| | | | |
|---|--|--|--|
| 19. LWOP date (fill in appropriate spaces covering LWOP during following period(s)) | | (Check applicable box in case of excess LWOP) <input type="checkbox"/> In pay status at end of waiting period. <input type="checkbox"/> In LWOP status at end of waiting period. | |
| <input type="checkbox"/> No excess LWOP. Total excess LWOP _____ | | Initials of Clerk AK | |

STANDARD FORM NO. 1176d—Revised
Form prescribed by Comp. Gen., U. S.
October 26, 1954, General Regulation No. 109

PAYROLL CHANGE SLIP — PERSONNEL COPY

STANDARD FORM 52
FORM 52-1 (Rev. 1-54)
U.S. GOVERNMENT PRINTING OFFICE
16-57320-8

SECRET

REQUEST FOR PERSONNEL ACTION

CONFIDENTIAL FUNDS

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
If applicable, obtain resignation and fill in separation data on reverse.

| | | | | |
|---|----------------------|--|----------------------------|---|
| 1. NAME (Mr., Miss, Mrs., One given name, initial(s), and surname) MR. O'NEAL, BIRCH D. | | 2. DATE OF BIRTH 1 June 1913 | 3. REQUEST NO. - | 4. DATE OF REQUEST 7 Apr. 54 |
| 5. NATURE OF ACTION REQUESTED A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) CONVERSION FROM FBS STATUS | | 6. EFFECTIVE DATE A. PROPOSED: 00b 8 Apr. 54 B. APPROVED: Bob 9 Apr. 54 | | 7. C. S. OR OTHER LEGAL AUTHORITY |
| 8. POSITION (Specify whether establish, change grade or title, etc.) AREA OPS OF (STA CH), BAF-102-14 GS-0136.01-14, \$10,000.00 p.a. (FBS-3, \$8961.00 p.a.) DOP/WH GUATEMALA CITY, GUATEMALA <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | | 9. POSITION TITLE AND NUMBER AREA OPS OF (STA CH), BAF-102-14 GS-0136.01-14, \$10,000.00 p.a. DOP /WH GUATEMALA CITY, GUATEMALA <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | | |
| 10. REMARKS (Use reverse if necessary) BAF-102 *Date of resignation from State | | | | |
| 11. REQUESTED BY (Name and title) V. C. LYNCH, x-4457 | | 12. REQUEST APPROVED BY (Signature) DOFF Admnia 4/13/54 | | |
| 13. VETERAN PREVIOUS PLACE NONE <input checked="" type="checkbox"/> WW <input type="checkbox"/> OTHER <input type="checkbox"/> SPT. <input type="checkbox"/> IN POINT <input type="checkbox"/> WAR. OTHER <input type="checkbox"/> | | 14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICA <input type="checkbox"/> I. A <input type="checkbox"/> REAL <input type="checkbox"/> CD: FI | | |
| 15. SEX M | 16. RACE W | 17. APPROPRIATION FROM: 4-3560-55-058 TO: same | | 18. DATE OF APPOINTMENT AFFIDAVIT (Accessions only) |
| 19. STANDARD FORM 50 REMARKS <div style="text-align: center;">POSTED APR 13 1954 FW</div> <div style="text-align: right;">APPROVED BY FI CAREER SERVICE BOARD DATE: APR 13 1954</div> | | | | |
| 20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Georgia | | | | |
| 21. STANDARD FORM 50 REMARKS | | | | |
| 22. CLEARANCES A. <input type="checkbox"/> B. CEIL. OR POC CONTROL <input type="checkbox"/> C. CLASSIFICATION <input type="checkbox"/> D. PLACEMENT OR EMPL. <input type="checkbox"/> E. <input type="checkbox"/> | | | | |
| 23. APPROVED BY DOFF Admnia 22 Apr 54 | | | | |

| | |
|---|--|
| 23. RESIGNATION | |
| <p>I RESIGN FOR THE FOLLOWING REASON:</p> <p style="text-align: right; margin-top: 50px;">MAIL ROOM</p> | |
| <p>MY LAST WORKING DAY WILL BE _____</p> <p style="text-align: right;">(SIGNATURE)</p> | |
| 24. SEPARATION DATA | |
| <p>FORWARD COMMUNICATIONS, INCLUDING SALARY CHECKS AND BONDS, TO THE FOLLOWING ADDRESS:</p> <p>_____</p> <p style="text-align: right;">(ADDRESS) (CITY) (STATE)</p> | |
| BRIEF DESCRIPTION OF DUTIES | |
| <p>_____</p> <p style="text-align: center;">C S 57</p> | |
| QUALIFICATIONS | |
| <p>EDUCATION</p> <p>Essential:</p> <p>Desired:</p> <p>ESSENTIAL QUALIFICATIONS (Experience, Skills, Languages, Area Knowledge, etc.)</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>DESIRED QUALIFICATIONS (Experience, Skills, Languages, Area Knowledge, etc.)</p> <p>_____</p> <p>_____</p> <p>_____</p> | <p style="text-align: right;">(if pertinent)</p> <p>AGE RANGE _____ SEX _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> |

STANDARD FORM 52
FORM 52-1
U. S. CIVIL SERVICE COMMISSION
BUREAU OF PERSONNEL
MANUAL CHAPTER 11

SECRET

UNVOUCHERED

REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
If applicable, obtain resignation and fill in separation data on reverse.

| | | | |
|---|--|--|--|
| 1. NAME (Mr., Miss, Mrs.—One given name, initial(s), and surname) Mr. Birch D. O'NEAL | 2. DATE OF BIRTH 1 June 1913 | 3. REQUEST NO. - | 4. DATE OF REQUEST 16 Feb. 54 |
| 5. NATURE OF ACTION REQUESTED A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Reassignment | | 6. EFFECTIVE DATE A. PROPOSED: 28 Feb. 54 | 7. C. S. OR OTHER LEGAL AUTHORITY ITV |
| 8. POSITION (Specify whether establish, change grade or title, etc.) | | B. APPROVED: FEB 28 1954 | |

| | |
|--|--|
| FROM— OPS OF (CHIEF) BA-131 GS-132-14, \$10,000.00 p.a. \$8961.00 p.a.) DDP/WH GUATEMALA CITY, GUATEMALA | 9. POSITION TITLE AND NUMBER AREA OPS OF (STA CH) BAF-102-14 GS-0130.01-14, \$10,000.00 p.a. \$8961.00 p.a.) DDP/WH GUATEMALA CITY, GUATEMALA |
| 10. SERVICE, GRADE, AND SALARY | 11. ORGANIZATIONAL DESIGNATIONS |
| 12. HEADQUARTERS | 13. FIELD OR DEPARTMENTAL |
| <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL |

A. REMARKS (Use reverse if necessary)
BAF-102

| | |
|---|--|
| B. REQUESTED BY (Name and title) V. C. Lynch C/WH | D. REQUEST APPROVED BY Signature: _____ Title: _____ |
| E. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) V. C. LYNCH, x-4457 | |

| | |
|---|--|
| 13. VETERAN PREFERENCE NONE <input checked="" type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> D-PT. <input type="checkbox"/> 10-POINT <input type="checkbox"/> DISAB. <input type="checkbox"/> OTHER <input type="checkbox"/> | 14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/> CD: FI |
| 15. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F 16. RACE <input checked="" type="checkbox"/> W <input type="checkbox"/> N | 17. APPROPRIATION FROM 4-3560-55-058 TO SAME |
| 18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO) | 19. DATE OF APPOINT- MENT AFFIDAVITS (ACCESSIONS ONLY) |
| 20. LEGAL RESIDENCE STATE: <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED | |

21. STANDARD FORM 50 REMARKS
POSTED
JK 26 Feb 54

| | | | |
|--------------------------|----------------------|------------------|---------|
| 22. CLEARANCES | INITIAL OR SIGNATURE | DATE | REMARKS |
| A. | | | |
| B. CEIL. OR POS. CONTROL | HW | 2/19 | |
| C. CLASSIFICATION | | | |
| D. PLACEMENT OR EMPL. | P Taylor | 19 Feb 54 | |
| E. | | | |

F. APPROVED BY
P Taylor **19 Feb 54**

| | | | | | | | | | |
|---|-----------------------------------|---------------------|---------------------|---|------|----------------------|------|-----------------|---------|
| 1. Employee's name (and postal security account number when appropriate) | | | | 2. Pay roll | | 3. Blank No. | | 4. Slip No. | |
| O'DELL, Elmer D. | | | | 6. Grade and salary | | UY | | | |
| PAY ROLL CHANGE DATA | | | | | | | | | |
| | BASE PAY | OVERTIME | | GROSS PAY | RET. | TAX | BOND | F. I. C. A. | NET PAY |
| 7. Previous normal | | | | | | | | | |
| 8. New normal | | | | | | | | | |
| 9. Pay this period | | | | | | | | | |
| 10. Remarks | | | | | | 11. Appropriation(s) | | 12. Prepared by | |
| | | | | | | W-6 | | JS 8-25 | |
| | | | | | | | | 13. Audited by | |
| <input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase | | | | | | | | | |
| 14. Effective date | 15. Date last equivalent increase | 16. Old salary rate | 17. New salary rate | 18. Performance rating is satisfactory or better. | | | | | |
| 27 Sept 51 | 30 Mar 52 | \$9600.00 | \$10000.00 | | | | | | |
| 19. LWOP data (fill in appropriate space covering LWOP during following period(s): | | | | (Check applicable box in case of excess LWOP) | | | | | |
| <input type="checkbox"/> No excess LWOP Total excess LWOP | | | | <input checked="" type="checkbox"/> Excess LWOP during period of 30 days or more and during period of 60 days or more | | | | | |
| | | | | Initials of Clerk | | | | | |
| PAY ROLL CHANGE SLIP—PERSONNEL COPY | | | | | | | | | |

STANDARD FORM 52
PREPARED BY THE
U. S. CIVIL SERVICE COMMISSION
JANUARY 1953 - FEDERAL PERSONNEL
MANUAL, CHAPTER II

REQUEST FOR PERSONNEL ACTION

UNVOUCHERED

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 68 and 7 unless otherwise instructed.
If applicable, obtain resignation and fill in separation data on reverse.

| | | | |
|---|------------------|----------------------------------|--------------------------------------|
| 1. NAME (Mr.—Miss—Mrs.—One given name, initials, and surname) | 2. DATE OF BIRTH | 3. REQUEST NO. | 4. DATE OF REQUEST |
| Mr. Birch D. O'NEAL | 1 Jun. 1913 | - | 7 Mar. 53 |
| 5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) | | 6. EFFECTIVE DATE A. PROPOSED | 7. C. S. OR OTHER LEGAL AUTHORITY |
| Reassignment | | | |
| 8. POSITION (Specify whether establish, change grade or title, etc.) | | B. APPROVED: APR 12 1953 | |

| | | |
|---|---|--|
| FROM— Chief of Station (Intel. Ofcr), GS-14 GS-14, \$8431 DOP WH MID Guatemala City, Guatemala <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | 9. POSITION TITLE AND NUMBER 10. SERVICE, GRADE, AND SALARY 11. ORGANIZATIONAL DESIGNATIONS 12. HEADQUARTERS 13. FIELD OR DEPARTMENTAL | TO— OPS OF (CHIEF), BA-131 GS-132-14, \$8431 DOP WH III Guatemala City, Guatemala <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL |
|---|---|--|

A. REMARKS (Use reverse if necessary)
BA-131

APPROVED BY
FI CAREER SERVICE BOARD

B. REQUESTED BY (Name and title)

D. REQUEST APPROVED BY (Signature)

DATE: 11 March 1953

C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)

Signature: Edward C. McManis

V. C. LYNCH, x-457

Title: Asst. FI/PO

| | | | |
|------------------------|------|-------|------------|
| 13. VETERAN PREFERENCE | | | |
| NONE | WWII | OTHER | 5-PT |
| | | | 10 POINT |
| | | | DEAB OTHER |

| | | | |
|------------------------------------|------|------|------|
| 14. POSITION CLASSIFICATION ACTION | | | |
| NEW | VICE | 1 A. | REAL |
| | | | |

| | | |
|---------|----------|-------------------|
| 15. SEX | 16. RACE | 17. APPROPRIATION |
| | | FROM: 3520 |
| | | TO: 3520 |

| |
|--|
| 18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO) |
| |

| |
|---|
| 19. DATE OF APPOINT- MENT AFFIDAVIT (ACCESSIONS ONLY) |
| |

| |
|--|
| 20. LEGAL RESIDENCE |
| <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED |
| STATE: |

21. STANDARD FORM 50 REMARKS

| | | | |
|--------------------------|----------------------|------|---------|
| 22. CLEARANCES | INITIAL OR SIGNATURE | DATE | REMARKS |
| A. | | | |
| B. CEIL. OR POS. CONTROL | | | |
| C. CLASSIFICATION | | | |
| D. PLACEMENT OR EMPL. | | | |
| E. | | | |

F. APPROVED BY

M. L. Shobe 4/3/53

| | | | | | | | | | | |
|---|--------------------------|---------------------|---------------------|---|--|-----|--------------|--------------------------------------|-------------|---------|
| 1. Employee's name (and organizational designations) INTELLIGENCE AGENCY | | | | | 2. Pay roll code | | 3. Block No. | | 4. Slip No. | |
| 5. Employee's name (and social security account number when appropriate) ORRALL, Birch | | | | | 6. Grade and salary GS - 14 \$9600 | | | | | |
| PAY ROLL CHANGE DATA | | | | | | | | | | |
| | BASE PAY | OVERTIME | | GROSS PAY | RET. | TAX | BOND | P.T.C.R. | | NET PAY |
| 7. Previous normal | | | | | | | | | | |
| 8. New normal | | | | | | | | | | |
| 9. Pay this period | | | | | | | | | | |
| 10. Remarks: <div style="border: 1px solid black; border-radius: 50%; padding: 5px; display: inline-block;">Note year of PSI</div> | | | | | 11. Appropriation(s) WE | | | 12. Prepared by dn 3/23/53 | | |
| | | | | | | | | 13. Audited by | | |
| <input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase | | | | | | | | | | |
| 14. Effective date | 15. Date last equivalent | 16. Old salary rate | 17. New salary rate | 18. Performance rating is satisfactory or better. | | | | | | |
| 30 MAY 52 | 17 MAR 50 | \$9600 | \$9800 | (Signature or other authentication) | | | | | | |
| 19. LWOP data (fill in appropriate spaces covering LWOP during following periods): | | | | (Check applicable box in case of excess LWOP) | | | | | | |
| <input type="checkbox"/> No excess LWOP. Total excess LWOP | | | | <input type="checkbox"/> in pay status at end of waiting period <input type="checkbox"/> in LWOP status at end of waiting period | | | | | | |
| STANDARD FORM NO. 1126d—Revised prescribed by Comp. Gen., U. S. 1950, General Regulations No. 102 | | | | PAY ROLL CHANGE SLIP—PERSONNEL COPY | | | | | | |

SECRET
SECURITY INFORMATION

| CONFIDENTIAL FUNDS PERSONNEL ACTION | | |
|---|--|----------------------------------|
| NAME O'NEAL, Birch D. | DATE 29 November 1951 | |
| NATURE OF ACTION [Redacted] | EFFECTIVE DATE 3 December 1951 | |
| | FROM | TO |
| TITLE | Intelligence Officer | [Redacted] |
| GRADE AND SALARY | GS-14, 19800.00 \$9800.00 | \$3481.00 |
| OFFICE | OSO | OSO |
| DIVISION | FDT | FDT |
| BRANCH | MID | MID |
| OFFICIAL STATION | Guatemala City, Guatemala | Guatemala City, Guatemala |
| QUALIFICATIONS | <div style="display: flex; justify-content: space-between;"> <div>FOR ASSISTANT DIRECTOR</div> <div>EXECUTIVE</div> </div> | |
| CLASSIFICATION | <div style="display: flex; justify-content: space-between;"> <div>PERSONNEL OFFICER</div> <div></div> </div> | |
| <div style="display: flex; justify-content: space-between;"> <div>POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS</div> <div> <input type="checkbox"/> YES <input type="checkbox"/> NO </div> </div> | | |
| PATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____ | | |
| SECURITY CLEARED ON _____ | | |
| OVERSEAS AGREEMENT SIGNED _____ | | |
| ENTERED ON DUTY _____ | | |
| <div style="border: 2px solid black; padding: 5px; display: inline-block;"> POSTED <i>4 Nov 51</i> </div> | | |
| _____ SIGNATURE OF AUTHENTICATING OFFICER | | |
| REMARKS: <div style="border: 1px solid black; height: 40px; width: 100%; margin-bottom: 10px;"></div> <p align="center">Subject is due a lump sum payment for annual leave to be paid up to 2 December 1951.</p> <p align="right">CONFIDENTIAL FUNDS BRANCH</p> | | |

FORM NO. 37-1
NOV 1949

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SECRET

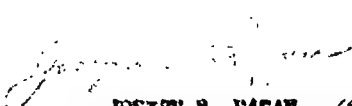
CONFIDENTIAL FUNDS PERSONNEL ACTION

| | | |
|--|--|---|
| NAME O'NEAL, Birch D. | | DATE 6 August 1951 |
| NATURE OF ACTION Appointment | | EFFECTIVE DATE 30 September 1951 |
| TITLE | FROM | (Intelligence Office) Chief of Station, GS-14* |
| GRADE AND SALARY | | GS-14, \$8,800.00 per annum |
| OFFICE | | OSO |
| DIVISION | | FDT |
| BRANCH | | LCD |
| OFFICIAL STATION | | Guatemala City, Guatemala |
| APPROVAL | | |
| QUALIFICATIONS <i>J. C. Lumbard</i> | FOR ASSISTANT DIRECTOR <i>[Signature]</i> | EXECUTIVE |
| CLASSIFICATION F-647 | PERSONNEL OFFICER <i>J. C. Lumbard 9/5/51</i> | |
| POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS | | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> 5:130 |
| OATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON | | 2 October 1951 |
| SECURITY CLEARED ON | | 16 August 1951 concurrence |
| OVERSEAS AGREEMENT SIGNED | | 2 October 1951 |
| ENTERED ON DUTY | | 30 September 1951 |
| <p align="right"><i>[Signature: Robert M. White]</i> (SIGNATURE OF AUTHENTICATING OFFICIAL)</p> | | |
| <p>REMARKS: Please transfer leave from vouchered to unvouchered funds.</p> <p>* Request for reclassification of grade from GS-13 to GS-14 submitted to Classification Section, FDC on 6 August 1951.</p> <p><i>[Signature: H. D. Graham]</i> ACMI</p> <p>DOB - 09/17/50 CSE00 - 09/17/47 LCD 09/18/47</p> <p align="right">PURSUANT TO DCI DIRECTIVE EFFECTIVE 24 OCT. 1951 SALARY ADJUSTED TO \$ 9,600.00 CONFIDENTIAL FUNDS FILE</p> | | |

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

129

| | | | |
|---|----------------------|--|--|
| 1. NAME (Last, first, middle initial, and surname) Mr. Birch D. O'Neal | | 2. DATE OF BIRTH 6/1/13 | 3. JOURNAL OR ACTION NO. & DATE 10/26/51 |
| 4. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Resignation* | | 5. EFFECTIVE DATE 9/29/51 eob | 6. CIVIL SERVICE OR OTHER LEGAL AUTHORITY Schedule A-6.116(b) |
| FROM Intelligence Officer GS-14 GS-130-14 \$8800.00 per annum Inspection & Security Staff Security Control Staff Washington, D. C. | | TO | |
| 13. VETERAN'S PREFERENCE NONE <input checked="" type="checkbox"/> WWII <input type="checkbox"/> OTHER <input type="checkbox"/> S-PT. <input type="checkbox"/> 10-POINT <input type="checkbox"/> DISAB. <input type="checkbox"/> OTHER <input type="checkbox"/> | | 14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input checked="" type="checkbox"/> I.A. <input type="checkbox"/> REAL <input type="checkbox"/> Da. 6-623 6/9/50 | |
| 15. SEX M | 16. RACE W | 17. APPROPRIATION FROM 2123900 TO: 7101 | 18. SUBJECT TO C. S. ULTIMENT ACT (YES-NO) Yes |
| | | 19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSION ONLY) <input checked="" type="checkbox"/> | 20. LEGAL RESIDENCE CLAIMED <input checked="" type="checkbox"/> PROVED <input type="checkbox"/> STATE Georgia |
| 21. REMARKS. THIS ACTION IS SUBJECT TO ALL APPLICABLE LAWS, RULES, AND REGULATIONS AND MAY BE SUBJECT TO INVESTIGATION AND APPROVAL BY THE UNITED STATES CIVIL SERVICE COMMISSION. THE ACTION MAY BE CORRECTED OR CANCELLED IF NOT IN ACCORDANCE WITH ALL REQUIREMENTS. | | | |
| *To accept other employment. | | | |
| END: 9/28/51 LSD: 449 hours, 10/1/51 thru 1 hour 12/20/51 and 2 holidays 11/12/51, 11/22/51. | | | |
| ENTRANCE EFFICIENCY RATING. | | | |
|  JOSEPH B. MACAN Chief, Personnel Division 22. SIGNATURE OR OTHER AUTHENTICATION. | | | |

* U. S. GOVERNMENT PRINTING OFFICE : 1950-289875

4. PERSONNEL FOLDER COPY

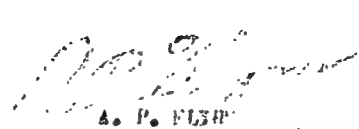
CENTRAL INTELLIGENCE AGENCY
 NOTIFICATION OF PERSONNEL ACTION

24

| | | | | |
|---|--|--|--|---------------------------|
| 1. NAME (MR - MISS - MRS - ONE GIVEN NAME, INITIALS, AND SURNAME) Mr. Birch D. O'Neal | | 2. DATE OF BIRTH 6/1/13 | 3. JOURNAL OR ACTION NO. | 4. DATE 9/15/50 |
| This is to notify you of the following action affecting your employment: | | | | |
| 5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Promotion | | 6. EFFECTIVE DATE 9/17/50 | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY Schedule A-6.116 (b) | |
| FROM | | TO | | |
| Intelligence Officer GS-13 GS-130-13 \$7800.00 per annum Bu.#5626 Inspection and Security Staff Security Control Staff Washington, D.C. <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | | Intelligence Officer GS-14 GS-130-14 \$8300.00 per annum Inspection and Security Staff Security Control Staff Washington, D.C. <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | | |
| 8. POSITION TITLE | | 9. SERVICE, SERIES, GRADE, SALARY | | |
| 10. ORGANIZATIONAL DESIGNATIONS | | 11. HEADQUARTERS | | |
| 12. FIELD OR DEPT'L | | 13. VETERAN'S PREFERENCE | | |
| 14. POSITION CLASSIFICATION ACTION | | 15. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) | | |
| 16. LEGAL RESIDENCE | | 17. REMARKS | | |
| 15. VETERAN'S PREFERENCE NONE <input checked="" type="checkbox"/> WWII <input type="checkbox"/> OTHER <input type="checkbox"/> S. PT. <input type="checkbox"/> 10 POINT <input type="checkbox"/> EXAB. <input type="checkbox"/> OTHER <input type="checkbox"/> | | 14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VIKR <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/> Bu.#5627 6/9/50 VV <input checked="" type="checkbox"/> | | |
| 15. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F 16. RACE <input type="checkbox"/> 17. APPROPRIATION FROM: 2115900 TO: 161-101 | | 18. SURJECT TO C. S. RETIREMENT ACT (YES-NO) Yes 19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) 20. LEGAL RESIDENCE <input checked="" type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Georgia | | |
| 21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements. | | | | |
| ENTRANCE EFFICIENCY RATINGS: | | | | |
| ROBERT A. STRICKLIN Acting Chief, Personnel Division | | | | |

4. PERSONNEL FOLDER COPY

CENTRAL INTELLIGENCE AGENCY
 NOTIFICATION OF PERSONNEL ACTION CS

| | | | | | | | |
|--|--|-------------------------------------|--|---|--|--|--|
| 1. NAME (MR., MISS, MRS., ONE GIVEN NAME, INITIAL(S), AND SURNAME) Mr. Arch. A. Hall | | 2. DATE OF BIRTH 1/1/1913 | | 3. JOURNAL OR ACTION NO. | | 4. DATE 6/9/1950 | |
| This is to notify you of the following action affecting your employment: | | | | | | | |
| 5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Transfer & Reassignment | | | | 6. EFFECTIVE DATE 1/1/1950 | | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY Schedule A-6.11. (1) | |
| FROM | | | | TO | | | |
| Intelligence Officer (Chief) GS-13 (GS-13-13) \$7800.00 per annum Du. 7/1/45 OSO FBT Washington, D. C. <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | | | | 8. POSITION TITLE 9. SERVICE, SERIES, GRADE, SALARY 10. ORGANIZATIONAL DESIGNATIONS Inspection and Security Staff Security Control Staff 11. HEADQUARTERS 12. FIELD OR DEPT'L Washington, D. C. <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | | | |
| 13. VETERAN'S PREFERENCE | | | | 14. POSITION CLASSIFICATION ACTION | | | |
| NONE <input checked="" type="checkbox"/> WHIS <input type="checkbox"/> OTHER <input type="checkbox"/> S-PT <input type="checkbox"/> 10 POINT <input type="checkbox"/> DISAB. <input type="checkbox"/> OTHER <input type="checkbox"/> | | | | GS-13-13 1/9/50 W | | | |
| 15. SEX M | | 16. RACE W | | 17. APPROPRIATION FROM: 210590 TO: 140-101 | | 18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes: <input type="checkbox"/> | |
| | | | | 19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) | | 20. LEGAL RESIDENCE <input checked="" type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: MD | |
| 21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements. | | | | | | | |
| ENTRANCE EFFICIENCY RATING: <div style="text-align: right;">  A. P. FLEMP Assistant Chief, Personnel Division 22. SIGNATURE OR OTHER AUTHENTICATION </div> <div style="position: absolute; right: 0; bottom: 0; transform: rotate(-15deg);"> WFP 6/21/50 </div> | | | | | | | |

4. PERSONNEL FOLDER COPY

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

F. C. 3/10/50
(maf) 150

| | | | | |
|--|--|--|---|--|
| 1. NAME (MR., MISS, MRS., ONE S. / JR. NAME, INITIAL(S) AND SURNAME) | | 2. DATE OF BIRTH | 3. JOURNAL ACTION NO. | 4. DATE |
| Mr. Birch D. McNeal | | 1 June 1913 | 12072 | 20 March 1950 |
| This is to notify you of the following action affecting your employment | | | | |
| 5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) | | 6. EFFECTIVE DATE | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY | |
| Exempted Appointment | | 20 Mar. 1950 | Schedule A-6.116(b) | |
| FROM | | TO | | |
| | | 8. POSITION TITLE Intelligence Officer (Chief) GS-13 | | |
| | | 9. SERVICE, SERIES, GRADE, SALARY GS-13, \$7300.00 per annum | | |
| | | 10. ORGANIZATIONAL DESIGNATIONS OSO FDT | | |
| | | 11. HEADQUARTERS Washington, D. C. | | |
| 12. FIELD OR DEPT'L | | 13. FIELD OR DEPT'L | | |
| <input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | | <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | | |
| 14. VETERAN'S PREFERENCE | | 15. POSITION CLASSIFICATION ACTION | | |
| <input checked="" type="checkbox"/> OTHER <input type="checkbox"/> DISAB <input type="checkbox"/> OTHER | | <input type="checkbox"/> NEW <input type="checkbox"/> VICE <input checked="" type="checkbox"/> I. A. <input type="checkbox"/> REAL | | |
| 16. SEE PAGE E V | | Bu. #1485 CSC #1441 10/10/47 | | |
| 17. APPROPRIATION FROM: 2105700 TO: 450-196 | | 18. SUBJECT TO C. S. RETIREMENT ACT (YES - NO) | | 19. DATE OF APPOINT. (ACCESSIONS ONLY) |
| | | Yes | | 20 Mar. 1950 |
| | | 20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Georgia | | |
| 21. REMARKS: THIS ACTION IS SUBJECT TO ALL APPLICABLE LAWS, RULES, AND REGULATIONS AND MAY BE SUBJECT TO INVESTIGATION AND APPROVAL BY THE UNITED STATES CIVIL SERVICE COMMISSION. THE ACTION MAY BE CORRECTED OR CANCELED IF NOT IN ACCORDANCE WITH ALL REQUIREMENTS. | | | | |
| Subject has satisfactorily completed trial period. | | | | |
| Previously employed with the Executive Department of the Government as a GS-13, \$7300.00 per annum. | | | | |
| ENTRANCE EFFICIENCY RATING: | | | | |
| 22. SIGNATURE OR OTHER AUTHENTICATION [Signature] Division | | | | |

SECRET

| CONFIDENTIAL FUNDS PERSONNEL ACTION | | |
|--|--|--|
| NAME O'NEAL, Birch D. | | DATE 6 March 1950 |
| NATURE OF ACTION Resignation | | EFFECTIVE DATE 19 March 1950 |
| | FROM | TO |
| TITLE | Intell. Officer GS-13 | |
| GRADE AND SALARY | GS-13 \$7800.00 | |
| OFFICE | OSO | |
| DIVISION | FDT | |
| BRANCH | | |
| OFFICIAL STATION | Washington, D. C. (Field) | |
| QUALIFICATIONS | <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p style="text-align: center; font-size: small;">APPROVAL</p> <p style="text-align: center; font-size: x-small;">FOR ASSISTANT DIRECTOR</p> <p style="text-align: center;"><i>[Signature]</i></p> </div> <div style="width: 45%;"> <p style="text-align: center; font-size: small;">EXECUTIVE</p> <p style="text-align: center;"><i>[Signature]</i></p> </div> </div> | |
| CLASSIFICATION | <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p style="text-align: center; font-size: x-small;">PERSONNEL OFFICER</p> <p style="text-align: center;"><i>[Signature]</i></p> </div> <div style="width: 45%;"> <p style="text-align: center;"><i>[Signature]</i></p> </div> </div> | |
| POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS <div style="display: flex; justify-content: flex-end; gap: 20px;"> <input type="checkbox"/> YES <input type="checkbox"/> NO </div> | | |
| DATE OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____ | | |
| SECURITY CLEARED ON _____ | | |
| OVERSEAS AGREEMENT SIGNED _____ | | |
| ENTERED ON DUTY _____ | | |
| _____ SIGNATURE OF AUTHENTICATING OFFICER | | |
| REMARKS: <div style="text-align: center; padding: 20px;"> <p>Please transfer leave to V funds.</p> <p style="font-size: small; transform: rotate(-15deg);"> Harry H. Hendricks Authorized Signatory </p> </div> | | |

SECRET

SECRET

| CONFIDENTIAL FUNDS PERSONNEL ACTION | | |
|--|--|--|
| NAME | O'NEAL, Birch D. | DATE 23 February 1950 |
| NATURE OF ACTION | Transfer | EFFECTIVE DATE 20 February 1950 |
| | FROM | TO |
| TITLE | Chief of Station Intelligence Officer GS-13 | Intelligence Officer GS-13 |
| GRADE AND SALARY | GS-13, \$7800.00 | GS-13, \$7800.00 |
| OFFICE | OSO | OSO |
| DIVISION | FDT | FDT |
| BRANCH | | |
| OFFICIAL STATION | Caracas | Washington, D. C. (Field) |
| QUALIFICATIONS | APPROVAL FOR ASSISTANT DIRECTOR <i>[Signature]</i> | EXECUTIVE CONFIDENTIAL FUNDS <i>[Signature]</i> |
| CLASSIFICATION | PERSONNEL OFFICER 27 Feb 1950 <i>[Signature]</i> | |
| POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS | | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| OATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____ | | |
| SECURITY CLEARED ON _____ | | |
| OVERSEAS AGREEMENT SIGNED _____ | | |
| ENTERED ON DUTY _____ | | |
| SIGNATURE OF AUTHENTICATING OFFICER _____ | | |
| REMARKS: | | |

FORM NO. 37-1
NOV 1949

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| CONFIDENTIAL FUNDS PERSONNEL ACTION | | |
|---|---|------------------|
| NAME O'DWAL, Birch D. | DATE 14 November 1949 | |
| NATURE OF ACTION Conversion-Class. Act of 1949* | EFFECTIVE DATE 30 October 1949 | |
| | FROM | TO |
| TITLE | Chief of Station | Chief of Station |
| GRADE AND SALARY | CAF-13 \$7671.60 | GS-13 \$7300.00 |
| OFFICE | OSO | OSO |
| BRANCH | FDT | FDT |
| DIVISION | | |
| OFFICIAL STATION | Caracas | Caracas |
| QUALIFICATIONS | <div style="display: flex; justify-content: space-between;"> <div>APPROVAL FOR ASSISTANT DIRECTOR</div> <div>EXECUTIVE COPY IN PAYROLL FILES CONFIDENTIAL FUNDS BRANCH</div> </div> | |
| CLASSIFICATION | PERSONNEL OFFICER | |
| POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS <div style="float: right; text-align: right;"> YES <input type="checkbox"/> NO <input type="checkbox"/> </div> | | |
| DATE OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____ | | |
| SECURITY CLEARED ON _____ | | |
| OVERSEAS AGREEMENT SIGNED _____ | | |
| ENTERED ON DUTY _____ | | |
| <div style="text-align: right; margin-bottom: 10px;"> _____ SIGNATURE OF AUTHENTICATING OFFICER </div> REMARKS: *Per authority contained in Letter - DCI - 10/23/49. | | |

FORM NO. 37-1 PREVIOUS EDITIONS ARE NOT TO BE USED.
AUG 1949

SECRET

SECRET

| CONFIDENTIAL FUNDS PERSONNEL ACTION | | | | | |
|---|------------------|-------------------------------------|---|---------------------------------------|---------------------|
| NAME <u>Harold D. GUNDEL</u> | | | | DATE <u>30 March 1949</u> | |
| RESIDENCE AT TIME OF EMPLOYMENT | | | | | |
| LOCAL ADDRESS | | | | | |
| CITIZENSHIP <u>U.S.</u> | SEX <u>"</u> | DATE OF BIRTH <u>1 June 1913</u> | MARITAL STATUS <u>Married</u> | NO. OF DEPENDENTS | DATE OF APPOINTMENT |
| NATURE OF ACTION <u>Periodic Pay Increase</u> | | | | EFFECTIVE DATE <u>1 March 1949</u> | |
| TITLE GRADE AND SALARY OFFICE BRANCH DIVISION OFFICIAL STATION | FROM | | TO | | |
| | Chief of Station | | Chief of Station | | |
| | CAF-13 \$7122.20 | | CAF-13 \$7121.60 | | |
| | OSO-FRT | | OSO-FRT | | |
| | | | | | |
| | C. FROM | | C. TO | | |
| APPROVAL | | | | | |
| FIELD | | | HEADQUARTERS | | |
| CHIEF OF STATION COPY IN PAYROLL FILES CONFIDENTIAL FUNDS BRANCH - INITIALS | | | FOR THE ASSISTANT DIRECTOR <i>E. M. Jewell</i> | | |
| | | | PERSONNEL OFFICER <i>George E. Malone</i> | | |
| POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | | | | |
| OATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____ | | | | | |
| SECURITY CLEARED ON _____ | | | | | |
| OVERSEAS AGREEMENT SIGNED _____ | | | | | |
| ENTERED ON DUTY _____ | | | | | |
| AUTHENTICATED BY | | | | | |
| REMARKS Subject has had no increase in salary since 24 August 1947. I certify that the service and conduct of the employee during the period have been satisfactory in all respects. <i>Robert D. Delaney</i> Branch Chief | | | | | |

FORM NO. 37-1 FEB 1947 PREVIOUS EDITIONS ARE NOT TO BE USED.

SECRET

2 July 1947

TO : FBT
 FROM : OGC, Personnel Division
 SUBJECT: Personnel Action Data

The following personnel actions have been approved:

| <u>Name</u> | <u>Nature of Action</u> | <u>From</u> | <u>To</u> | <u>Effective</u> |
|---------------------|-------------------------|-------------------|-------------------|------------------|
| [REDACTED] | SPCN | [REDACTED] | [REDACTED] | 29 June 1947 |
| [REDACTED] | EN | [REDACTED] | [REDACTED] | 29 June 1947 |
| [REDACTED] | PCS | [REDACTED] | [REDACTED] | 29 June 1947 |
| Marelius, Donald C. | PCS | [REDACTED] | [REDACTED] | 29 June 1947 |
| [REDACTED] | PCS | [REDACTED] | [REDACTED] | 29 June 1947 |
| O'Neal, Birch D. | Promotion | CAF-12, \$5905.20 | CAF-13, \$7102.20 | 24 Aug. 1947 |
| [REDACTED] | Promotion | CAF-11, \$5152.50 | CAF-12, \$5905.20 | 24 Aug. 1947 |
| Herbert, Rafoed | Promotion | CAF-12, \$5152.50 | CAF-13, \$7102.20 | 24 Aug. 1947 |
| Calowell, Will H. | Promotion | CAF-12, \$5152.50 | CAF-13, \$7102.20 | 24 Aug. 1947 |
| [REDACTED] | Promotion | CAF-12, \$5905.20 | CAF-13, \$7102.20 | 21 Sept. 1947 |
| [REDACTED] | Promotion | CAF-5, \$2644.00 | CAF-6, \$3021.00 | 29 June 1947 |

The proposed promotion of Edward A. [REDACTED] from Operations Officer, CAF-9, \$4119.60 to Operations Officer, CAF-11, \$5152.50 was returned with the recommendation that it be resubmitted about 15 August 1947. This action has not been cancelled and is being held in the employee's official personnel folder and will be returned to the Personnel Review Committee on or about the suggested date.

* Permanent change of station.

CONFIDENTIAL

PERSONNEL ACTION REPORT

This form is to be initiated in duplicate by the appropriate branch or office Chief for processing in accordance with existing personnel procedures. Upon approval, the original and one copy will be retained by the Disbursing Office and one copy returned to the originating office.

crmt
GP

NAME O'Neal, Birch D.DATE 20 June 1947NATURE OF ACTION Promotion

NUMBER OF DEPENDENTS _____

EFFECTIVE DATE 24 AUG
29 June 1947

LOCATION OF DEPENDENTS _____

MARITAL STATUS MarriedCITIZENSHIP US SEX M AGE 34

| FROM | TO |
|--------------------------------------|--------------------------------------|
| POSITION <u>Chief of Station</u> | POSITION <u>Chief of Station</u> |
| CONTROL NO. _____ | CONTROL NO. _____ |
| CLASSIFICATION <u>CAF-12</u> | CLASSIFICATION <u>CAF-13</u> |
| ANNUAL GROSS SALARY <u>\$5905.20</u> | ANNUAL GROSS SALARY <u>\$7102.20</u> |
| OFFICIAL STATION <u>Caracas</u> | OFFICIAL STATION <u>Caracas</u> |
| ALLOWANCES: | ALLOWANCES: |
| QUARTERS _____ | QUARTERS _____ |
| COST OF LIVING _____ | COST OF LIVING _____ |
| SPECIAL FOREIGN LIVING _____ | SPECIAL FOREIGN LIVING _____ |
| TOTAL _____ | TOTAL _____ |
| OFFICE: | OFFICE: |
| BRANCH <u>OSU/FBT</u> | BRANCH <u>OSU/FBT</u> |
| DIVISION _____ | DIVISION _____ |

TO BE PAID BY _____ OFFICE

(Field)

TAX WITHHELD IN UNITED STATES _____

INSURANCE TO BE WITHHELD IN UNITED STATES _____

(Amount subject to change if premium is increased or decreased)

SAVINGS BONDS _____

RETIREMENT WITHHELD IN UNITED STATES _____

OTHER (Specify in detail) _____

ALLOTMENTS _____

(Name of Allottee)

Address _____

TOTAL GROSS SALARY PER PAY PERIOD _____

I hereby authorize and direct the Disbursing Office to make above allotments from my compensation.

Form No. 37-1
Sep 1946

(Signature of Employee)

Smith

JOB DESCRIPTION:

SPECIAL QUALIFICATIONS

REASONS FOR ACTION

DATE OF LAST PROMOTION

Slot #1, Employee with organization 11 Feb. 1947 and has been at present station since 17 March 1947.

APPROVED _____ OFFICE
(Field)

(Chief of Mission) Date _____

(Security Officer) Date _____

(Special Funds Officer) Date _____

Wm. P. Fisher 30 June 47

APPROVED - U.S. OFFICE

E. M. J. Smith Date *6-23-47*
(~~Assistant Chief of Mission~~)

John A. Davidson Date *6/14/47*
(Branch Chief) *for Rm*

Stephen E. Edwards Date *6/2/47*
(Chairman, Finance Review Com.)

W. E. Scholz Date *7/1/47*
(Special Funds Officer)

ENGAGEMENT SHEET

SECRET

1. To be filled out in duplicate by the Unit Administrative Officer for all prospective employees to be paid from Special Funds. (2)
2. To be accompanied by detailed job description, complete biographical sketch, and a formal notice of security clearance, and Personnel Action Request if engagement is overseas.
3. To be approved or accepted by the officers in the order listed below.
4. Original to be retained by S.F.; copy to be returned to initiating Administrative Officer.

9 January 1947

1. NAME: Brian D. O'NEAL
2. LEGAL RESIDENCE: Georgia -- 102 Pine Street, Bainbridge, Georgia
3. ADDRESS OF LOCAL LIVING QUARTERS: Plaza Hotel TEL. _____
4. ENTRANCE ON DUTY DATE: 11 February 1947
5. ANNUAL SALARY: \$5905.20 CLASSIFICATION: CAF-12
6. PERMANENT STATION: Latin America -- Caracas, Venezuela
7. POSITION: Chief of Station, FBI CONTROL NO. FBI
8. IF SUBJECT HAS BEEN TRANSFERRED, STATE BUREAU, BRANCH, OR DEPARTMENT OF THE U.S. GOVERNMENT FROM WHICH TRANSFERRED: _____
9. GENERAL REMARKS: Security investigation requested 9 January 1947.

Checked 20 Jan 47 attached
assnt 10 Feb 47

| | |
|----------------------------|---------------|
| Personnel Folder Requested | <u>7/1/57</u> |
| from | <u>FBI</u> |
| Initials | <u>om</u> |

APPROVAL AND ACCEPTANCE
(in accordance with existing personnel engagement procedures)

- | | | | |
|---|-------------------------------|------|------------------|
| A. ADMINISTRATIVE OFFICER | <u>[Signature]</u> | DATE | <u>9 Jan 47</u> |
| B. BRANCH CHIEF | <u>Raymond G. [Signature]</u> | DATE | <u>" "</u> |
| C. CHAIRMAN, PERSONNEL REVIEW COMMITTEE | <u>[Signature]</u> | DATE | <u>1/10/47</u> |
| D. (For the) ASSISTANT DIRECTOR | <u>[Signature]</u> | DATE | <u>10 Jan 47</u> |
| E. CHIEF, SPECIAL FUNDS | _____ | DATE | _____ |

FORM NO.
SEP 1946 33-1

SECRET

SECRET

27 NOV 1968

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Birch D. O'NEAL
Q April 1967 - 22 November 1968

Mr. O'Neal has had years of experience in the field of special investigations, Domestic and foreign. This includes prior service with the FBI. Special complex and sensitive counterintelligence cases requiring detailed research and analysis are handled by Mr. O'Neal. He seeks economy where applicable and he is a competent supervisor.

James R. Hunt
James R. Hunt
Acting Chief
Counter Intelligence Staff

EMPLOYEE SIGNATURE:

Birch D. O'Neal

29 November 1968
Date

REVIEWING OFFICIAL:

James Angleton
James Angleton
Chief, Counter Intelligence Staff

Date

SECRET

SECRET
(When Filled In)

| | | | | | |
|---|--|--|--|--|----------------------------------|
| FITNESS REPORT | | | | EMPLOYEE SERIAL NUMBER 058553 | |
| SECTION A GENERAL | | | | | |
| 1. NAME (Last) (First) (Middle) O'NEAL, BIRCH D. | | | 2. DATE OF BIRTH 06/01/13 | 3. SEX M | 4. GRADE 5. SD GS-16 D |
| 6. OFFICIAL POSITION TITLE Ops Officer Ch | | | 7. OFF DIV. BR OF ASSIGNMENT DDP/CI | 8. CURRENT STATION Washington, D. C. | |
| 9. CHECK (X) TYPE OF APPOINTMENT | | | 10. CHECK (X) TYPE OF REPORT | | |
| <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) SPECIAL (Specify): | | | <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE SPECIAL (Specify): | | |
| 11. DATE REPORT DUE IN O.P. April 1968 | | | 12. REPORTING PERIOD (From- to-) 1 April 1967 - 31 March 1968 | | |
| SECTION B PERFORMANCE EVALUATION | | | | | |
| <p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | |
| SPECIFIC DUTIES | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised). | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 1 | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 2 | | | | | |
| SPECIFIC DUTY NO. 3 | | | | | |
| SPECIFIC DUTY NO. 4 | | | | | |
| SPECIFIC DUTY NO. 5 | | | | | |
| SPECIFIC DUTY NO. 6 | | | | | |
| OVERALL PERFORMANCE IN CURRENT POSITION | | | | | RATING LETTER |
| Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance. | | | | | S |

SECRET
(When Filled In)

| FITNESS REPORT | | | | EMPLOYEE SERIAL NUMBER | |
|---|--|--|---|-----------------------------------|-------------------------------|
| | | | | 058553 ✓ | |
| SECTION A GENERAL | | | | | |
| 1. NAME (Last) (First) (Middle) O'NEAL, BIRCH D. | | | 2. DATE OF BIRTH 06/01/13 | 3. SEX M | 4. GRADE GS-16 |
| 5. OFFICIAL POSITION TITLE OPS OFFICER CH | | | 7. OFF/DIV/BR OF ASSIGNMENT DDP/CI | 8. CURRENT STATION WASH., D.C. | |
| 9. CHECK (X) TYPE OF APPOINTMENT | | | 10. CHECK (X) TYPE OF REPORT | | |
| <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY | | | <input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR | | |
| <input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C) | | | <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE | | |
| SPECIAL (Specify): | | | SPECIAL (Specify): | | |
| 11. DATE REPORT DUE IN G.P. April 1967 | | | 12. REPORTING PERIOD (From - to) 1 April 1966 - 31 March 1967 | | |
| SECTION B PERFORMANCE EVALUATION | | | | | |
| <p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | |
| SPECIFIC DUTIES | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | |
| SPECIFIC DUTY NO. 1 | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 2 | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 3 | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 4 | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 5 | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 6 | | | | | RATING LETTER |
| <div style="position: relative; height: 40px;"> 29 NOV 1967 </div> | | | | | |
| OVERALL PERFORMANCE IN CURRENT POSITION | | | | | |
| Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance. | | | | | RATING LETTER S |

SECRET

21 NOV 1967

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Birch D. O'NEAL
(1 April 1966 - 31 March 1967)

Mr. O'Neal has been Chief of the [] since its inception. As a former FBI employee he brought a wealth of investigative knowledge to the Staff. He continues to handle detailed research and analysis of special complex and sensitive counterintelligence cases in a highly effective manner. He is a competent supervisor and realizes the value of economy.

James R. Hunt
James R. Hunt
Deputy Chief
Counter Intelligence Staff

EMPLOYEE SIGNATURE:

Birch D. O'Neal

21 Nov. 1967
Date

REVIEWING OFFICIAL:

James Angleton
James Angleton
Chief, Counter Intelligence Staff

22 Nov 1967
Date

SECRET

SECRET
(When Filled In)

| FITNESS REPORT | | | | EMPLOYEE SERIAL NUMBER | | | |
|---|--|--|---|-------------------------------|--|-------------------|-------------------------------|
| | | | | 058553 | | | |
| SECTION A | | | | GENERAL | | | |
| 1. NAME (Last) (First) (Middle) O'NEAL, BIRCH D | | | 2. DATE OF BIRTH 06/01/13 | 3. SEX M | 4. GRADE GS-16 | 5. SD D | |
| 6. OFFICIAL POSITION TITLE OPS OFFICER CH | | | 7. OFF/DIV/BR OF ASSIGNMENT DDP/CI/ | | 8. CURRENT STATION WASH., D.C. | | |
| 9. CHECK (X) TYPE OF APPOINTMENT | | | 10. CHECK (X) TYPE OF REPORT | | | | |
| <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY CAREER-PROVISIONAL (See Instructions - Section C) SPECIAL (Specify): | | | <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE SPECIAL (Specify): | | | | |
| 11. DATE REPORT DUE IN O.P. 30 April 1966 | | | 12. REPORTING PERIOD (From to) 1 April 1965 - 31 March 1966 | | | | |
| SECTION B | | | | PERFORMANCE EVALUATION | | | |
| <p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | | | |
| SPECIFIC DUTIES | | | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | | | |
| SPECIFIC DUTY NO. 1 | | | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 2 | | | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 3 | | | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 4 | | | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 5 | | | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 6 | | | | | | | RATING LETTER |
| OVERALL PERFORMANCE IN CURRENT POSITION | | | | | | | |
| Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance. | | | | | | | RATING LETTER S |

14-00000

SECRET

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Birch D. O'NEAL
(1 April 1965 - 31 March 1966)

Mr. O'Neal continues to be engaged in special complex and sensitive counterintelligence cases which require detailed analysis. His performance is always at a high level. He supervises his personnel competently and he follows good government economy practices.

James R. Hunt
James R. Hunt
Deputy Chief
Counter Intelligence Staff

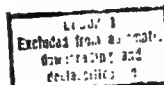
EMPLOYEE SIGNATURE:

Birch D. O'Neal

REVIEWING OFFICIAL:

J. Angleton
James Angleton
Chief, Counter Intelligence Staff

SECRET



SECRET
(When Filled In)

| FITNESS REPORT | | | | EMPLOYEE SERIAL NUMBER | |
|---|--|-------------------------------|---|------------------------|----------------|
| | | | | 058553 | |
| SECTION A | | GENERAL | | | |
| 1. NAME (Last) (First) (Middle) | | | 2. DATE OF BIRTH | 3. SEX | 4. GRADE 5. SD |
| O'NEAL, BIRCH D | | | 06/01/13 | M | GS-15 D |
| 6. OFFICIAL POSITION TITLE | | | 7. OFF/DIV/BR OF ASSIGNMENT 8. CURRENT STATION | | |
| IO-CI | | | DDP/CI/ Wash., D.C. | | |
| 9. CHECK (X) TYPE OF APPOINTMENT | | | 10. CHECK (X) TYPE OF REPORT | | |
| <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY CAREER-PROVISIONAL (See Instructions - Section C) SPECIAL (Specify): | | | <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> REASSIGNMENT EMPLOYEE SPECIAL (Specify): | | |
| 11. DATE REPORT DUE IN O.P. | | | 12. REPORTING PERIOD (From - to) | | |
| 30 April 1965 | | | 1 April 1964 - 31 March 1965 | | |
| SECTION B | | PERFORMANCE EVALUATION | | | |
| <p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | |
| SPECIFIC DUTIES | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | |
| SPECIFIC DUTY NO. 1 | | | | | RATING LETTER |
| See Attached Memorandum | | | | | |
| SPECIFIC DUTY NO. 2 | | | | | RATING LETTER |
| | | | | | |
| SPECIFIC DUTY NO. 3 | | | | | RATING LETTER |
| | | | | | |
| SPECIFIC DUTY NO. 4 | | | | | RATING LETTER |
| | | | | | |
| SPECIFIC DUTY NO. 5 | | | | | RATING LETTER |
| | | | | | |
| SPECIFIC DUTY NO. 6 | | | | | RATING LETTER |
| | | | | | |
| OVERALL PERFORMANCE IN CURRENT POSITION | | | | | RATING LETTER |
| Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance. | | | | | S |
| 21 APR 1965 | | | | | |

SECRET

16 APR 1965

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Birch D. O'Neal
(1 April 1964 - 31 March 1965)

There has been no change in assignment during the reporting period. Mr. O'Neal has been engaged for the major part of the time in conducting and performing complex research in connection with several sensitive counterintelligence cases. His performance has continued at a high level without interruption. He is a competent supervisor and follows economical practices.

James R. Hunt
(James R. Hunt
Deputy Chief
Counter Intelligence Staff

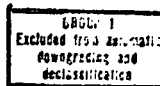
EMPLOYEE SIGNATURE:

Birch D. O'Neal

REVIEWING OFFICIAL:

J. Angleton
James Angleton
Chief, Counter Intelligence Staff

SECRET



SECRET
(When Filled In)

| | | | | | |
|---|--|--|---|---|---------------------------|
| FITNESS REPORT | | | | EMPLOYEE SERIAL NUMBER 058553 | |
| SECTION A GENERAL | | | | | |
| 1. NAME (Last) O'NEAL, (First) BIRCH (Middle) D | | | 2. DATE OF BIRTH 06/01/13 | 3. SEX M | 4. GRADE GS-15 |
| 5. OFFICIAL POSITION TITLE IO-CI | | | 7. OFF/DIV/BR OF ASSIGNMENT DDP/CI STAFF | 8. CURRENT STATION Washington, D.C. | |
| 9. CHECK (X) TYPE OF APPOINTMENT | | | 10. CHECK (X) TYPE OF REPORT | | |
| <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) SPECIAL (Specify): | | | <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE SPECIAL (Specify): | | |
| 11. DATE REPORT DUE IN O.P. 30 April 1964 | | | 12. REPORTING PERIOD (From - to) 1 April 1963 - 31 March 1964 | | |
| SECTION B PERFORMANCE EVALUATION | | | | | |
| <p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | |
| SPECIFIC DUTIES | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 1 | | | | | |
| SPECIFIC DUTY NO. 2 | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 3 | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 4 | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 5 | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 6 | | | | | RATING LETTER |
| OVERALL PERFORMANCE IN CURRENT POSITION | | | | | |
| Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance. | | | | | RATING LETTER S |
| 29 APR 1964 | | | | | |

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SECRET

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Birch D. O'NEAL
(1 April 1963 - 31 March 1964)

There has been no change in duties during the reporting period and the caliber of the performance of this career officer has continued at a high level without interruption. He is thorough and analytical and makes a material contribution to the accomplishment of the Counter-Intelligence mission of the Agency. He is alert to the necessity for economy and performs capably as a supervisor.

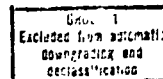
James R. Hunt, Jr.
James R. Hunt, Jr.
Deputy Chief
Counter Intelligence Staff

Birch D. O'Neal
EMPLOYEE SIGNATURE

REVIEWING OFFICIAL:

J. Angleton
James Angleton
Chief, Counter Intelligence Staff

SECRET



15 April 1963

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Birch O'NEAL
(1 April 1962 - 31 March 1963)

Mr. O'Neal has continued in the position of Chief, [redacted]
[redacted] Counter Intelligence Staff during this reporting period. He capably performs and directs the work of this group, and during the past year has performed commendably in the handling of certain sensitive matters. He is thorough and reliable. Mr. O'Neal's continuity in this job increases the value of his services to the Agency.

James R. Hunt, Jr.
James R. Hunt, Jr.
Deputy Chief, Counter Intelligence Staff

Birch O'Neal
Employee Signature

Reviewing Official:

J. Angleton
James Angleton
Chief, Counter Intelligence Staff

25 APR 1963
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1962
msh

23 August 1962

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Birch O'NEAL

1 April 1960 - 31 August 1962

1. There has been no change during the reporting period in the highly efficient performance of Mr. O'Neal in his position as C/CI/ .

2. We recommend his continuation in this assignment where continuity is a requirement.

James R. Hunt Jr.
James R. Hunt, Jr.
Acting Chief, Counter Intelligence Staff

Memorandum has been seen by employee.

SECRET

SECRET

3 April 1961

MEMORANDUM FOR: Director of Personnel

SUBJECT: Fitness Report

1. Fitness report was submitted in memorandum form on 20 December 1960 for the following person:

O'NEAL, Birch

2. There has been no change in assignment and the evaluation remains the same for the reporting period ending 31 March 1961.

Signed: S. H. Norton

S. H. Norton
Deputy Chief
Counter Intelligence Staff

WVH 8004

WVH 11 03 VH.81

OFFICE OF PERSONNEL

30 DEC 1960
TAV
C

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Birch O'Neal
1 April 1959 - 31 March 1960

1. Mr. O'Neal is in the same position, doing the same job, in the same efficient manner as was reflected in his last fitness report.
2. At some point in the future Mr. O'Neal would like to go overseas again. The CI Staff is perfectly happy to have him remain here indefinitely.

S. H. Horton

S. H. Horton
Acting Chief
Counter Intelligence Staff

SECRET
(When Filled In)

| | | | | | | | |
|--|--|--|--|--|---|--------------------------|---|
| FITNESS REPORT | | | | EMPLOYEE SERIAL NUMBER 158553 | | | |
| SECTION A GENERAL | | | | | | | |
| 1. NAME (Last) (First) (Middle) O'NEAL, Birch D. | | | 2. DATE OF BIRTH 1 June 1913 | | 3. SEX M | | 4. GRADE GS-15 |
| 5. SERVICE DESIGNATION SD/DI | | 6. OFFICIAL POSITION TITLE IO- CI - Div Ch | | | 7. OFFICE/BR OF ASSIGNMENT DDP/CI | | |
| 8. CAREER STAFF STATUS | | | | 9. TYPE OF REPORT | | | |
| <input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED | | | | <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT-SUPERVISOR <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT-EMPLOYEE | | | |
| 10. DATE REPORT DUE IN O.P. 30 April 1959 | | 11. REPORTING PERIOD From To 11 Feb 58 thru Apr 59 | | 12. SPECIAL (Specify) | | | |
| SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES | | | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | | | |
| 1 - Unsatisfactory | | 2 - Barely adequate | | 3 - Acceptable | | 4 - Competent | |
| 5 - Excellent | | 6 - Superior | | 7 - Outstanding | | | |
| SPECIFIC DUTY NO. 1 Directs special investigations | | | RATING NO. 7 | SPECIFIC DUTY NO. 4 Supervises small staff | | | RATING NO. 5 |
| SPECIFIC DUTY NO. 2 Coordination of most sensitive matters between CI and Office of Security | | | RATING NO. 7 | SPECIFIC DUTY NO. 5 Prepares final reports and memos | | | RATING NO. 6 |
| SPECIFIC DUTY NO. 3 | | | RATING NO. | SPECIFIC DUTY NO. 6 | | | RATING NO. |
| SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION | | | | | | | |
| Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance. | | | | | | | |
| 1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding. | | | | | | | RATING NO. <div style="border: 1px solid black; padding: 5px; width: 30px; margin: 0 auto;">6</div> |
| SECTION D DESCRIPTION OF THE EMPLOYEE | | | | | | | |
| In the rating boxes below, check (X) the degree to which each characteristic applies to the employee | | | | | | | |
| 1 - Least possible degree | | 2 - Limited degree | | 3 - Normal degree | | 4 - Above average degree | |
| 5 - Outstanding degree | | | | | | | |
| CHARACTERISTICS | | | | NOT APPLICABLE | NOT OBSERVED | RATING | |
| | | | | | | 1 | 2 |
| | | | | | | 3 | 4 |
| | | | | | | 5 | |
| GETS THINGS DONE | | | | | | | |
| RESOURCEFUL | | | | | | | X |
| ACCEPTS RESPONSIBILITIES | | | | | | | X |
| CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES | | | | | | | X |
| DOES HIS JOB WITHOUT STRONG SUPPORT | | | | | | | X |
| FACILITATES SMOOTH OPERATION OF HIS OFFICE | | | | | | | X |
| WRITES EFFECTIVELY | | | | | | | X |
| SECURITY CONSCIOUS | | | | | | | X |
| THINKS CLEARLY | | | | | | | X |
| DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS | | | | | X | | |
| OTHER (Specify): | | | | | | | |

SEE SECTION "E" ON REVERSE SIDE

SECRET
(When Filled In)

OFFICE OF PERSONNEL
J 22 PM '59

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the basis for determining future personnel actions.

Employee is and has been a senior employee for some time. No training recommended; he is already a senior and experienced officer.

Employee is an intense person, who does not relax enough. He should not be chief of a large station, nor supervise a large number of employees engaged in diverse work and having numerous problems.

SECTION F CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

I certify that I have seen Sections A, B, C, D and E of this Report.

DATE SIGNATURE OF EMPLOYEE

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

36

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

Has outstanding rating; no weaknesses to discuss. Orally advised of contents.

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS

REPORT MADE WITHIN LAST 90 DAYS

OTHER (Specify):

DATE

OFFICIAL TITLE OF SUPERVISOR

TYPED OR PRINTED NAME AND SIGNATURE

28 Sept. 1959

Deputy Chief, CI Staff

S. H. Horton
S. H. Horton

3. BY REVIEWING OFFICIAL

☒ I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.

☐ I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.

☐ I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.

☐ I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

TYPED OR PRINTED NAME AND SIGNATURE

Chief, CI Staff

J. Angleton
James Angleton

SECRET

SECRET
(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any portion. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item A, of Section "A" below.

SECTION A.

GENERAL

| | | | | |
|---|--------------------------|--|--------|------------------------|
| 1. NAME (Last) (First) (Middle) | | 2. DATE OF BIRTH | 3. SEX | 4. SERVICE DESIGNATION |
| O'NEAL, Birch D. | | 1 June 1913 | M | SD/DI |
| 5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT | | 6. OFFICIAL POSITION TITLE | | |
| DDP/CI | | IO/CI/CH | | |
| 7. GRADE | 8. DATE REPORT DUE IN OF | 9. PERIOD COVERED BY THIS REPORT (Inclusive dates) | | |
| GS-15 | | 11 February 1957--11 February 1958 | | |
| 10. TYPE OF REPORT (Check one) | | 11. SPECIAL (Specify) | | |
| <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIALMENT-EMPLOYEE | | | | |

SECTION B.

CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☒ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT.
 A senior official with an outstanding rating. No weaknesses to discuss.
 Have advised him orally of contents.

A. CHECK (X) APPROPRIATE STATEMENTS:

| | | |
|-------------------------------------|--|--|
| <input checked="" type="checkbox"/> | THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL. | IF INDIVIDUAL IS RATED "I" IN CI OR D, A WARNING LETTER HAS BEEN SENT TO HIM & A COPY ATTACHED TO THIS REPORT. |
| <input type="checkbox"/> | THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS. | I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW I EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify): |
| <input type="checkbox"/> | I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS. | |

B. THIS DATE **5 August 1958** C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR **S. H. Horton** D. SUPERVISOR'S OFFICIAL TITLE **DC/CI**

2. FOR THE REVIEWING OFFICIAL: DISCUSS ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

BY *[Signature]* DATE **14 Aug 58**
RG 8/21/58

☐ CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE **7/1/58** B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL **James Angleton** C. OFFICIAL TITLE OF REVIEWING OFFICIAL **C/CI**

SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

| | |
|---------------------------------|---|
| 6 INSERT RATING NUMBER | 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT. |
| | 2. MERELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES. |
| | 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS. |
| | 4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER. |
| | 5. A FINE PERFORMANCE. CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL. |
| | 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR. |

COMMENTS:

This is a senior employee who is doing the same job he has done for years in the same competent manner. Therefore, the Fitness Report is the same.

SECRET

(When Filled In)

| 7. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES | | OFFICE OF PERSONNEL | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|---|--------------------------------------|---|---|-------------------------|-----------------|-----------------------|--------------------|---------------------|-----------------------------|-------------------|---------------------------|---------------|-------------------|-----------------------------|----------------|-------------|--------|--------------------------------|--------------|------------------|--------------------|----------------------------|-------------|-------------------------|--------------------------------|
| <p>DIRECTIONS:</p> <p>a. State in the spaces below up to six of the more important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties.</p> <p>b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.</p> <p>c. For supervisors, ability to supervise will always be rated as a specific duty (but not rate those who supervise a secretary only).</p> <p>d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.</p> <p>e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.</p> <p>f. Be specific. Examples of the kind of duties that might be rated are:</p> <table style="width: 100%; font-size: small;"> <tr> <td>ORAL BRIEFING</td> <td>HAS AND USES AREA KNOWLEDGE</td> <td>CONDUCTS INTERROGATIONS</td> </tr> <tr> <td>GIVING LECTURES</td> <td>DEVELOPS NEW PROGRAMS</td> <td>PREPARES SUMMARIES</td> </tr> <tr> <td>CONDUCTING SEMINARS</td> <td>ANALYZES INDUSTRIAL REPORTS</td> <td>TRANSLATES GERMAN</td> </tr> <tr> <td>WRITING TECHNICAL REPORTS</td> <td>MANAGES FILES</td> <td>DEFERRING SOURCES</td> </tr> <tr> <td>CONDUCTING EXTERNAL LIAISON</td> <td>OPERATES RADIO</td> <td>KEEPS BOOKS</td> </tr> <tr> <td>TYPING</td> <td>COORDINATES WITH OTHER OFFICES</td> <td>DRIVES TRUCK</td> </tr> <tr> <td>TAKING DICTATION</td> <td>WRITES REGULATIONS</td> <td>MAINTAINS AIR CONDITIONING</td> </tr> <tr> <td>SUPERVISING</td> <td>PREPARES CORRESPONDENCE</td> <td>EVALUATES SIGNIFICANCE OF DATA</td> </tr> </table> <p>g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.</p> | | | | ORAL BRIEFING | HAS AND USES AREA KNOWLEDGE | CONDUCTS INTERROGATIONS | GIVING LECTURES | DEVELOPS NEW PROGRAMS | PREPARES SUMMARIES | CONDUCTING SEMINARS | ANALYZES INDUSTRIAL REPORTS | TRANSLATES GERMAN | WRITING TECHNICAL REPORTS | MANAGES FILES | DEFERRING SOURCES | CONDUCTING EXTERNAL LIAISON | OPERATES RADIO | KEEPS BOOKS | TYPING | COORDINATES WITH OTHER OFFICES | DRIVES TRUCK | TAKING DICTATION | WRITES REGULATIONS | MAINTAINS AIR CONDITIONING | SUPERVISING | PREPARES CORRESPONDENCE | EVALUATES SIGNIFICANCE OF DATA |
| ORAL BRIEFING | HAS AND USES AREA KNOWLEDGE | CONDUCTS INTERROGATIONS | | | | | | | | | | | | | | | | | | | | | | | | | |
| GIVING LECTURES | DEVELOPS NEW PROGRAMS | PREPARES SUMMARIES | | | | | | | | | | | | | | | | | | | | | | | | | |
| CONDUCTING SEMINARS | ANALYZES INDUSTRIAL REPORTS | TRANSLATES GERMAN | | | | | | | | | | | | | | | | | | | | | | | | | |
| WRITING TECHNICAL REPORTS | MANAGES FILES | DEFERRING SOURCES | | | | | | | | | | | | | | | | | | | | | | | | | |
| CONDUCTING EXTERNAL LIAISON | OPERATES RADIO | KEEPS BOOKS | | | | | | | | | | | | | | | | | | | | | | | | | |
| TYPING | COORDINATES WITH OTHER OFFICES | DRIVES TRUCK | | | | | | | | | | | | | | | | | | | | | | | | | |
| TAKING DICTATION | WRITES REGULATIONS | MAINTAINS AIR CONDITIONING | | | | | | | | | | | | | | | | | | | | | | | | | |
| SUPERVISING | PREPARES CORRESPONDENCE | EVALUATES SIGNIFICANCE OF DATA | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table style="width: 100%; font-size: x-small;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY</p> <p>2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY</p> <p>3 - PERFORMS THIS DUTY ACCEPTABLY</p> <p>4 - PERFORMS THIS DUTY IN A COMPETENT MANNER</p> <p>5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB</p> </td> <td style="width: 50%; vertical-align: top;"> <p>6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS</p> <p>7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY</p> </td> </tr> </table> | | | | <p>1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY</p> <p>2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY</p> <p>3 - PERFORMS THIS DUTY ACCEPTABLY</p> <p>4 - PERFORMS THIS DUTY IN A COMPETENT MANNER</p> <p>5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB</p> | <p>6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS</p> <p>7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY</p> | | | | | | | | | | | | | | | | | | | | | | |
| <p>1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY</p> <p>2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY</p> <p>3 - PERFORMS THIS DUTY ACCEPTABLY</p> <p>4 - PERFORMS THIS DUTY IN A COMPETENT MANNER</p> <p>5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB</p> | <p>6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS</p> <p>7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY</p> | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>SPECIFIC DUTY NO. 1</p> <p>Directs special investigations</p> | <p>RATING NUMBER</p> <p>7</p> | <p>SPECIFIC DUTY NO. 4</p> <p>Supervises small staff</p> | <p>RATING NUMBER</p> <p>5</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>SPECIFIC DUTY NO. 2</p> <p>Coordination of most sensitive matters between CI Staff and Office of Security</p> | <p>RATING NUMBER</p> <p>7</p> | <p>SPECIFIC DUTY NO. 5</p> <p>Prepares final reports and memos</p> | <p>RATING NUMBER</p> <p>6</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>SPECIFIC DUTY NO. 3</p> | <p>RATING NUMBER</p> | <p>SPECIFIC DUTY NO. 6</p> | <p>RATING NUMBER</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>8. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE</p> <p>DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.</p> <div style="height: 100px; border: 1px solid black;"></div> | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION</p> <p>DIRECTIONS: Take into account here everything you know about the individual....productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents....and how he fits in with your team. Compare him with others doing similar work of about the same level.</p> <table style="width: 100%; font-size: x-small;"> <tr> <td style="width: 5%;"> <div style="border: 1px solid black; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 5px;"> <p>6</p> </div> <p>RATING NUMBER</p> </td> <td style="width: 95%;"> <p>1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED</p> <p>2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW</p> <p>3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION</p> <p>4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION</p> <p>5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS</p> <p>6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION</p> <p>7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION</p> </td> </tr> </table> <p>IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input type="checkbox"/> YES <input type="checkbox"/> NO. IF YES, EXPLAIN FULLY:</p> <div style="height: 50px; border: 1px solid black;"></div> | | | | <div style="border: 1px solid black; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 5px;"> <p>6</p> </div> <p>RATING NUMBER</p> | <p>1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED</p> <p>2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW</p> <p>3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION</p> <p>4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION</p> <p>5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS</p> <p>6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION</p> <p>7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION</p> | | | | | | | | | | | | | | | | | | | | | | |
| <div style="border: 1px solid black; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 5px;"> <p>6</p> </div> <p>RATING NUMBER</p> | <p>1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED</p> <p>2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW</p> <p>3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION</p> <p>4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION</p> <p>5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS</p> <p>6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION</p> <p>7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION</p> | | | | | | | | | | | | | | | | | | | | | | | | | | |

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OI no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E.

GENERAL

| | | | |
|---|---|--|--|
| 1. NAME (Last) (First) (Middle) O'NEAL, Birch D. | 2. DATE OF BIRTH 1 June 1913 | 3. SEX M | 4. SERVICE DESIGNATION SD:DI |
| 5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/CI/ | | 6. OFFICIAL POSITION TITLE IO/CI/CH | |
| 7. GRADE GS-15 | 8. DATE REPORT DUE IN OF 11 February 1957--11 February 1958 | | |
| 10. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL | | 11. PERIOD COVERED BY THIS REPORT (Inclusive dates) 11 February 1957--11 February 1958 | |
| | | 12. SPECIAL (Specify) DC/CI | |

SECTION F.

CERTIFICATION

| | | |
|--|---|--|
| 1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGMENT OF THE INDIVIDUAL BEING RATED | | |
| A. THIS DATE 5 August 1958 | B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR S. H. Horton | C. SUPERVISOR'S OFFICIAL TITLE DC/CI |
| 2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IS ATTACHED MEMO. | | |
| A. THIS DATE 1958 | B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL James Angleton | C. OFFICIAL TITLE OF REVIEWING OFFICIAL C/CI |

SECTION G.

ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

| | |
|-----------------------|---|
| 5 RATING NUMBER | 1. ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED |
| | 2. HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED |
| | 3. MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES |
| | 4. READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES |
| | 5. WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING |
| | 6. ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL |
| | 7. AN EXCEPTIONAL PERSON WHO IS ONE OF THE PER WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES |

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? ☒ Yes ☐ No If your answer is YES, indicate below your opinion of guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

| DESCRIPTIVE RATING NUMBER | 0 | 1 | 2 | 3 |
|---------------------------|---|--|---|---|
| | 0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION 1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION 2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION 3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION | | | |
| ACTUAL | POTENTIAL | DESCRIPTIVE SITUATION | | |
| 3 | 1 | A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) UNDER CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor) | | |
| | 0 | A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors) | | |
| 3 | | A GROUP, WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level) | | |
| | 0 | WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT | | |
| 2/3 | 1 | WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION | | |
| 2/3 | | WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX | | |
| | | OTHER (Specify) | | |

SECRET

(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION OF PERSONNEL
24 mos.

4. COMMENTS CONCERNING POTENTIAL

He is and has been a senior employee for some time.

AUG 13 8 57 AM '58

MAIL ROOM

SECTION II.

FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

None - is already a senior and experienced officer.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

He is an intense person, who does not relax enough. He should not be chief of a large station nor supervise a large number of persons engaged in diverse work and having numerous problems.

SECTION I.

DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL

CATEGORY NUMBER

1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

| CATEGORY | STATEMENT | CATEGORY | STATEMENT | CATEGORY | STATEMENT |
|----------|---|----------|--|----------|--|
| 5 | 1. ABLE TO SEE ANOTHER'S POINT OF VIEW | 5 | 11. HAS HIGH STANDARDS OF ACCOMPLISHMENT | 4 | 21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES |
| 5 | 2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES | 4 | 12. SHOWS ORIGINALITY | 5 | 22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS |
| 4 | 3. HAS INITIATIVE | 5 | 13. ACCEPTS RESPONSIBILITIES | 5 | 23. IS THOUGHTFUL OF OTHERS |
| 5 | 4. IS ANALYTIC IN HIS THINKING | 4 | 14. ADMITS HIS ERRORS | 4 | 24. WORKS WELL UNDER PRESSURE |
| X | 5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS | 5 | 15. RESPONDS WELL TO SUPERVISION | 5 | 25. DISPLAYS JUDGEMENT |
| 5 | 6. KNOWS WHEN TO SEEK ASSISTANCE | 4 | 16. DOES HIS JOB WITHOUT STRONG SUPPORT | 5 | 26. IS SECURITY CONSCIOUS |
| 4 | 7. CAN GET ALONG WITH PEOPLE | 4 | 17. COMES UP WITH SOLUTIONS TO PROBLEMS | 4 | 27. IS VERSATILE |
| 4 | 8. HAS MEMORY FOR FACTS | 5 | 18. IS OBSERVANT | 4 | 28. HIS CRITICISM IS CONSTRUCTIVE |
| 4 | 9. GETS THINGS DONE | 4 | 19. THINKS CLEARLY | 4 | 29. FACILITATES SMOOTH OPERATION OF HIS OFFICE |
| 4 | 10. CAN COPE WITH EMERGENCIES | 4 | 20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS | 4 | 30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION |

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section "A" below.

SECTION A.

GENERAL

| | | | |
|--|--------------------------|--|------------------------|
| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. SERVICE DESIGNATION |
| O'NEAL Birch D. | 1 June 1913 | M | SD/DI |
| 5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT | | 6. OFFICIAL POSITION TITLE | |
| DDP/CI/SIU | | IO-CI-CH | |
| 7. GRADE | 8. DATE REPORT DUE IN OP | 9. PERIOD COVERED BY THIS REPORT (Inclusive dates) | |
| GS-15 | 11 February 1957 | 11 February 1956 - 11 February 1957 | |
| 10. TYPE OF REPORT (Check one) | INITIAL | REASSIGNMENT-SUPERVISOR | SPECIAL (Specify) |
| <input checked="" type="checkbox"/> ANNUAL | | REASSIGNMENT-EMPLOYEE | |

SECTION B.

CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☒ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

Rating is so high - no point in showing to him.

A. CHECK (X) APPROPRIATE STATEMENTS:

| | |
|---|---|
| <input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL. | IF INDIVIDUAL IS RATED "I" IN CI OR D, A WARNING LETTER WAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT. |
| <input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS. | I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify): |
| <input type="checkbox"/> I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS. | |

B. THIS DATE: 10 May 1957
 C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR: S. H. Horton
 D. SUPERVISOR'S OFFICIAL TITLE: Deputy Chief, CI Staff

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

| | |
|----------------------------|-------------|
| BY | DATE |
| <i>R</i> | 21 MAY 1957 |
| FOR THE REVIEWING OFFICIAL | |
| <i>jm</i> | 6/11/57 |

CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE:
 B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL: James Angleton
 C. OFFICIAL TITLE OF REVIEWING OFFICIAL: Chief, CI Staff

SECTION C.

JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

- | | |
|---------------------------------|---|
| 6 INSERT RATING NUMBER | 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT. |
| | 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES. |
| | 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY, OCCASIONALLY REVEALS SOME AREA OF WEAKNESS. |
| | 4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER. |
| | 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL. |
| | 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR. |

COMMENTS:

SECRET

(When Filled In)

| 2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|--|--|----------------------------------|--|--|--|--|---|--|---|--|-------------------|---|---------------|---------------------|-----------------------------|----------------|-------------|--------|--------------------------------|--------------|------------------|--------------------|----------------------------|-------------|-------------------------|--------------------------------|
| DIRECTIONS: a. State in the spaces below up to six of the more important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties. b. Rate performance on each specific duty considering ONLY effectiveness in performance <i>May be a specific duty.</i> c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as <i>those who supervise a secretary only</i>). d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility. e. Two individuals with the same job title may be performing different duties. If so, <i>rate them on different duties.</i> f. Be specific. Examples of the kind of duties that might be rated are: <table border="0"> <tr> <td>ORAL BRIEFING</td> <td>HAS AND USES AREA KNOWLEDGE</td> <td>CONDUCTS INTERROGATIONS</td> </tr> <tr> <td>GIVING LECTURES</td> <td>DEVELOPS NEW PROGRAMS</td> <td>PREPARES SUMMARIES</td> </tr> <tr> <td>CONDUCTING SEMINARS</td> <td>ANALYZES INDUSTRIAL REPORTS</td> <td>TRANSLATES GERMAN</td> </tr> <tr> <td>WRITING TECHNICAL REPORTS</td> <td>MANAGES FILES</td> <td>DEFERPIPING SOURCES</td> </tr> <tr> <td>CONDUCTING EXTERNAL LIAISON</td> <td>OPERATES RADIO</td> <td>KEEPS BOOKS</td> </tr> <tr> <td>TYPING</td> <td>COORDINATES WITH OTHER OFFICES</td> <td>DRIVES TRUCK</td> </tr> <tr> <td>TAKING DICTATION</td> <td>WRITES REGULATIONS</td> <td>MAINTAINS AIR CONDITIONING</td> </tr> <tr> <td>SUPERVISING</td> <td>PREPARES CORRESPONDENCE</td> <td>EVALUATES SIGNIFICANCE OF DATA</td> </tr> </table> | | | | ORAL BRIEFING | HAS AND USES AREA KNOWLEDGE | CONDUCTS INTERROGATIONS | GIVING LECTURES | DEVELOPS NEW PROGRAMS | PREPARES SUMMARIES | CONDUCTING SEMINARS | ANALYZES INDUSTRIAL REPORTS | TRANSLATES GERMAN | WRITING TECHNICAL REPORTS | MANAGES FILES | DEFERPIPING SOURCES | CONDUCTING EXTERNAL LIAISON | OPERATES RADIO | KEEPS BOOKS | TYPING | COORDINATES WITH OTHER OFFICES | DRIVES TRUCK | TAKING DICTATION | WRITES REGULATIONS | MAINTAINS AIR CONDITIONING | SUPERVISING | PREPARES CORRESPONDENCE | EVALUATES SIGNIFICANCE OF DATA |
| ORAL BRIEFING | HAS AND USES AREA KNOWLEDGE | CONDUCTS INTERROGATIONS | | | | | | | | | | | | | | | | | | | | | | | | | |
| GIVING LECTURES | DEVELOPS NEW PROGRAMS | PREPARES SUMMARIES | | | | | | | | | | | | | | | | | | | | | | | | | |
| CONDUCTING SEMINARS | ANALYZES INDUSTRIAL REPORTS | TRANSLATES GERMAN | | | | | | | | | | | | | | | | | | | | | | | | | |
| WRITING TECHNICAL REPORTS | MANAGES FILES | DEFERPIPING SOURCES | | | | | | | | | | | | | | | | | | | | | | | | | |
| CONDUCTING EXTERNAL LIAISON | OPERATES RADIO | KEEPS BOOKS | | | | | | | | | | | | | | | | | | | | | | | | | |
| TYPING | COORDINATES WITH OTHER OFFICES | DRIVES TRUCK | | | | | | | | | | | | | | | | | | | | | | | | | |
| TAKING DICTATION | WRITES REGULATIONS | MAINTAINS AIR CONDITIONING | | | | | | | | | | | | | | | | | | | | | | | | | |
| SUPERVISING | PREPARES CORRESPONDENCE | EVALUATES SIGNIFICANCE OF DATA | | | | | | | | | | | | | | | | | | | | | | | | | |
| g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="0"> <tr> <td rowspan="5">DESCRIPTIVE RATING NUMBER</td> <td>1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY</td> <td>6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER</td> </tr> <tr> <td>2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY</td> <td>FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS</td> </tr> <tr> <td>3 - PERFORMS THIS DUTY ACCEPTABLY</td> <td>7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY</td> </tr> <tr> <td>4 - PERFORMS THIS DUTY IN A COMPETENT MANNER</td> <td></td> </tr> <tr> <td>5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB</td> <td></td> </tr> </table> | | | | DESCRIPTIVE RATING NUMBER | 1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY | 6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER | 2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY | FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS | 3 - PERFORMS THIS DUTY ACCEPTABLY | 7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY | 4 - PERFORMS THIS DUTY IN A COMPETENT MANNER | | 5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB | | | | | | | | | | | | | | |
| DESCRIPTIVE RATING NUMBER | 1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY | 6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY | FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 3 - PERFORMS THIS DUTY ACCEPTABLY | 7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 4 - PERFORMS THIS DUTY IN A COMPETENT MANNER | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SPECIFIC DUTY NO. 1 | | RATING NUMBER | SPECIFIC DUTY NO. 4 | | | | | | | | | | | | | | | | | | | | | | | | |
| Directs special investigations | | 7 | Supervises small staff | | | | | | | | | | | | | | | | | | | | | | | | |
| SPECIFIC DUTY NO. 2 | | RATING NUMBER | SPECIFIC DUTY NO. 5 | | | | | | | | | | | | | | | | | | | | | | | | |
| Coordination of most sensitive matters between CI Staff and Office of Security | | 7 | Prepares final reports and memos | | | | | | | | | | | | | | | | | | | | | | | | |
| SPECIFIC DUTY NO. 3 | | RATING NUMBER | SPECIFIC DUTY NO. 6 | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| DIRECTIONS: Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="0"> <tr> <td rowspan="7"> <div style="border: 1px solid black; padding: 2px; display: inline-block;">6</div> RATING NUMBER </td> <td>1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED</td> </tr> <tr> <td>2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW</td> </tr> <tr> <td>3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION</td> </tr> <tr> <td>4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION</td> </tr> <tr> <td>5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS</td> </tr> <tr> <td>6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION</td> </tr> <tr> <td>7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION</td> </tr> </table> | | | | <div style="border: 1px solid black; padding: 2px; display: inline-block;">6</div> RATING NUMBER | 1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED | 2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW | 3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION | 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION | 5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS | 6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION | 7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION | | | | | | | | | | | | | | | | |
| <div style="border: 1px solid black; padding: 2px; display: inline-block;">6</div> RATING NUMBER | 1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION | | | | | | | | | | | | | | | | | | | | | | | | | | |
| IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. IF YES, EXPLAIN FULLY: | | | | | | | | | | | | | | | | | | | | | | | | | | | |

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the SA no later than 30 days after the due date indicated in item 8 of Section "F" below.

SECTION E.

GENERAL

| | | | |
|---|---|--|---|
| 1. NAME (Last) (First) (Middle) O'NEAL Birch D. | 2. DATE OF BIRTH 1 June 1913 | 3. SEX M | 4. SERVICE DESIGNATION SD/DI |
| 5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/CI/SIU | 6. OFFICIAL POSITION TITLE IO-CI-CH | | |
| 7. GRADE GS-15 | 8. DATE REPORT DUE IN 90 11 February 1957 | 9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 11 February 1956 - 11 February 1957 | |
| 10. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL | 11. REASSIGNMENT-SUPERVISOR <input type="checkbox"/> REASSIGNMENT-EMPLOYEE <input type="checkbox"/> | | 12. SPECIAL (Specify) <input type="checkbox"/> |

SECTION F.

CERTIFICATION

| | | |
|--|--|---|
| 1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED | | |
| A. THIS DATE 10 May 1957 | B. TYPE OF PRINTED NAME AND SIGNATURE OF SUPERVISOR S. H. Horton | C. SUPERVISOR'S OFFICIAL TITLE Deputy Chief, CI Staff |
| 2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO. | | |
| A. THIS DATE 10 May 1957 | B. TYPE OF PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL James Angleton | C. OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, CI Staff |

SECTION G.

ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

| | |
|---|---|
| 5 | 1. ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED |
| | 2. HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED |
| 4 | 3. MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES |
| | 4. READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES |
| 3 | 5. WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING |
| | 6. ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL |
| 2 | 7. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES |

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has (this person the ability to be a supervisor? ☒ Yes ☐ No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

| | | |
|---------------------------|---|--|
| DESCRIPTIVE RATING NUMBER | 0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION | |
| | 1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION | |
| | 2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION | |
| | 3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION | |
| ACTUAL | POTENTIAL | DESCRIPTIVE SITUATION |
| 3 | | A GROUP, SUCH AS THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisors) |
| | 0 | A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors) |
| 3 | | A GROUP, WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level) |
| | 0 | WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT |
| 2/3 | | WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION |
| 2/3 | | WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX |
| | | OTHER (Specify) |

SECRET

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATEE EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION **24 mos.**

4. COMMENTS CONCERNING POTENTIAL

Is and has been a senior employee for some time.

MAY 17 2 33 PM '57

MAIL ROOM

SECTION II. FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

None--is already a senior and experienced officer.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENT

He is an intense person, who does not relax enough. He should not be chief of a large station nor supervise a large number of persons engaged in diverse work and having numerous problems.

SECTION I. DESCRIPTION OF INDIVIDUAL

DIRECTIONS This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL

CATEGORY NUMBER

1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE

2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE

3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE

4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE

5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

| CATEGORY | STATEMENT | CATEGORY | STATEMENT | CATEGORY | STATEMENT |
|----------|---|----------|---|----------|--|
| 5 | 1. ABLE TO SEE ANOTHER'S POINT OF VIEW | 5 | 11. HAS HIGH STANDARDS OF ACCOMPLISHMENT | 4 | 21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES |
| 5 | 2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES | 4 | 12. SHOWS ORIGINALITY | 5 | 22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS |
| 4 | 3. HAS INITIATIVE | 5 | 13. ACCEPTS RESPONSIBILITIES | 5 | 23. IS THOUGHTFUL OF OTHERS |
| 5 | 4. IS ANALYTIC IN HIS THINKING | 4 | 14. ADMITS HIS ERRORS | 4 | 24. BURNS WELL UNDER PRESSURE |
| X | 5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS | 5 | 15. RESPONDS WELL TO SUPERVISION | 5 | 25. DISPLAYS JUDGEMENT |
| 5 | 6. ENJOYS WHEN TO BEER ASSISTANCE | 4 | 16. DOES HIS JOB WITHOUT NEEDING SUPPORT | 5 | 26. IS SECURITY CONSCIOUS |
| 4 | 7. CAN GET ALONG WITH PEOPLE | 4 | 17. COMES UP WITH SOLUTIONS TO PROBLEMS | 4 | 27. IS VERSATILE |
| 4 | 8. HAS MEMORY FOR FACTS | 5 | 18. IS OBSERVANT | 4 | 28. HIS CRITICISM IS CONSTRUCTIVE |
| 4 | 9. GETS THINGS DONE | 4 | 19. THINKS CLEARLY | 4 | 29. FACILITATES SMOOTH OPERATION OF HIS OFFICE |
| 4 | 10. CAN COPE WITH EMERGENCIES | 4 | 20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME | 4 | 30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION |

SECRET

SECRET

(When Filled In)

Original - H/Pers.

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20.470. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section A below.

SECTION A.

GENERAL

| | | | |
|--|--------------------------|--|------------------------|
| 1. NAME (Last) (First) (Middle) | 2. DATE OF BIRTH | 3. SEX | 4. SERVICE DESIGNATION |
| O'Neal Birch D. | 1 June 1913 | M | DI |
| 5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT | | 6. OFFICIAL POSITION TITLE | |
| CI Staff/Office of Chief/ | | IO-CI Chief/ | |
| 7. GRADE | 8. DATE REPORT DUE IN OF | 9. PERIOD COVERED BY THIS REPORT (Inclusive dates) | |
| GS-15 | 11 February 1956 | 11 February 1955-11 February 1956 | |
| 10. TYPE OF REPORT (Check one) | INITIAL | REASSIGNMENT-SUPERVISOR | SPECIAL (Specify) |
| <input checked="" type="checkbox"/> ANNUAL | | REASSIGNMENT-EMPLOYEE | |

SECTION B.

CERTIFICATION

1. FOR THE RATER THIS REPORT: ☐ WAS ☒ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

employee on trip -- will discuss on his return.

2. CHECK (X) APPROPRIATE STATEMENTS:

| | |
|---|---|
| <input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL. | IF INDIVIDUAL IS RATED "E" IN CI OR D, A WARNING LETTER HAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT. |
| <input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS. | I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS OWN PERFORMANCE AS ALSE (Specify): |
| <input type="checkbox"/> I HAVE DISBURSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS. | |

3. THIS DATE: 17 Feb 1956
 4. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR: S. H. Horton
 5. SUPERVISOR'S OFFICIAL TITLE: Deputy Chief, CI Staff

6. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

| | |
|---------------------|------------|
| BY | DATE |
| Posted Pos. Control | 2 NOV 1956 |
| Reviewed by PUD | H/LR |

☐ CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

7. THIS DATE: 25 OCT 1956
 8. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL: James Angleton
 9. OFFICIAL TITLE OF REVIEWING OFFICIAL: Chief, CI Staff

SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider (ONLY) the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him (ONLY) with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

| | |
|---------------------------------|---|
| 5 INSERT RATING NUMBER | 1. DOES NOT PERFORM DUTIES ADEQUATELY. HE IS INCOMPETENT. |
| | 2. BARELY ADEQUATE IN PERFORMANCE. ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES. |
| | 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY. OCCASIONALLY REVEALS SOME AREA OF WEAKNESS. |
| | 4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER. |
| | 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL. |
| | 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR. |

COMMENTS: 5 is an overall rating. On his present job, he would be a 6.

SECRET

(When Filled In)

| 2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|--|--|--|--|---|--|---|--------------------|---|-----------------------------|---|---------------------------|---|--------------------|--|----------------|-------------|--------|--------------------------------|--------------|------------------|--------------------|----------------------------|-------------|-------------------------|--------------------------------|
| <p>DIRECTIONS:</p> <p>a. State in the spaces below up to six of the most important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties.</p> <p>b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.</p> <p>c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).</p> <p>d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.</p> <p>e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.</p> <p>f. Be specific. Examples of the kind of duties that might be rated are:</p> <table border="0"> <tr> <td>ORAL BRIEFING</td> <td>HAS AND USES AREA KNOWLEDGE</td> <td>MANAGES INTERFERENCES</td> </tr> <tr> <td>GIVING LECTURES</td> <td>DEVELOPS NEW PROGRAMS</td> <td>PREPARES SUMMARIES</td> </tr> <tr> <td>CONDUCTING SEMINARS</td> <td>ANALYZES INDUSTRIAL REPORTS</td> <td>TRANSLATES GERMAN</td> </tr> <tr> <td>WRITING TECHNICAL REPORTS</td> <td>MANAGES FILES</td> <td>DEBRIEFING SOURCES</td> </tr> <tr> <td>CONDUCTING EXTERNAL LIAISON</td> <td>OPERATES RADIO</td> <td>KEEPS INDEX</td> </tr> <tr> <td>TYPING</td> <td>COORDINATES WITH OTHER OFFICES</td> <td>DRIVES TRUCK</td> </tr> <tr> <td>TAKING DICTATION</td> <td>WRITES REGULATIONS</td> <td>MAINTAINS AIR CONDITIONING</td> </tr> <tr> <td>SUPERVISING</td> <td>PREPARES CORRESPONDENCE</td> <td>EVALUATES SIGNIFICANCE OF DATA</td> </tr> </table> <p>g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a switch operator.</p> | | | | ORAL BRIEFING | HAS AND USES AREA KNOWLEDGE | MANAGES INTERFERENCES | GIVING LECTURES | DEVELOPS NEW PROGRAMS | PREPARES SUMMARIES | CONDUCTING SEMINARS | ANALYZES INDUSTRIAL REPORTS | TRANSLATES GERMAN | WRITING TECHNICAL REPORTS | MANAGES FILES | DEBRIEFING SOURCES | CONDUCTING EXTERNAL LIAISON | OPERATES RADIO | KEEPS INDEX | TYPING | COORDINATES WITH OTHER OFFICES | DRIVES TRUCK | TAKING DICTATION | WRITES REGULATIONS | MAINTAINS AIR CONDITIONING | SUPERVISING | PREPARES CORRESPONDENCE | EVALUATES SIGNIFICANCE OF DATA |
| ORAL BRIEFING | HAS AND USES AREA KNOWLEDGE | MANAGES INTERFERENCES | | | | | | | | | | | | | | | | | | | | | | | | | |
| GIVING LECTURES | DEVELOPS NEW PROGRAMS | PREPARES SUMMARIES | | | | | | | | | | | | | | | | | | | | | | | | | |
| CONDUCTING SEMINARS | ANALYZES INDUSTRIAL REPORTS | TRANSLATES GERMAN | | | | | | | | | | | | | | | | | | | | | | | | | |
| WRITING TECHNICAL REPORTS | MANAGES FILES | DEBRIEFING SOURCES | | | | | | | | | | | | | | | | | | | | | | | | | |
| CONDUCTING EXTERNAL LIAISON | OPERATES RADIO | KEEPS INDEX | | | | | | | | | | | | | | | | | | | | | | | | | |
| TYPING | COORDINATES WITH OTHER OFFICES | DRIVES TRUCK | | | | | | | | | | | | | | | | | | | | | | | | | |
| TAKING DICTATION | WRITES REGULATIONS | MAINTAINS AIR CONDITIONING | | | | | | | | | | | | | | | | | | | | | | | | | |
| SUPERVISING | PREPARES CORRESPONDENCE | EVALUATES SIGNIFICANCE OF DATA | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>DESCRIPTIVE RATING NUMBER</p> <table border="0"> <tr> <td>1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY</td> <td>6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS</td> </tr> <tr> <td>2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY</td> <td>7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY</td> </tr> <tr> <td>3 - PERFORMS THIS DUTY ACCEPTABLY</td> <td></td> </tr> <tr> <td>4 - PERFORMS THIS DUTY IN A COMPETENT MANNER</td> <td></td> </tr> <tr> <td>5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET TO HIS JOB</td> <td></td> </tr> </table> | | | | 1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY | 6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS | 2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY | 7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY | 3 - PERFORMS THIS DUTY ACCEPTABLY | | 4 - PERFORMS THIS DUTY IN A COMPETENT MANNER | | 5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET TO HIS JOB | | | | | | | | | | | | | | | |
| 1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY | 6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY | 7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 - PERFORMS THIS DUTY ACCEPTABLY | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 - PERFORMS THIS DUTY IN A COMPETENT MANNER | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET TO HIS JOB | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>SPECIFIC DUTY NO. 1</p> <p>Complete reliability in handling sensitive matters</p> <p>SPECIFIC DUTY NO. 2</p> <p>Unusually good judgment</p> <p>SPECIFIC DUTY NO. 3</p> <p>Alert for new ideas and leads</p> | | <p>SPECIFIC DUTY NO. 4</p> <p>General DD/P ops ability</p> <p>SPECIFIC DUTY NO. 5</p> <p>Ability to evaluate and analyze CE data</p> <p>SPECIFIC DUTY NO. 6</p> <p>Discretion</p> | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>RATING NUMBER</p> <p>7</p> <p>6</p> <p>6</p> | | <p>RATING NUMBER</p> <p>6</p> <p>6</p> <p>6</p> | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE</p> <p>DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.</p> <p>No weaknesses. He is an outstanding employee.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION</p> <p>DIRECTIONS: Take into account here everything you know about the individual... productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents... and how he fits in with your team. Compare him with others doing similar work of about the same level.</p> <table border="0"> <tr> <td>1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED</td> <td></td> </tr> <tr> <td>2 - OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW</td> <td></td> </tr> <tr> <td>3 - A BARELY ACCEPTABLE EMPLOYEE... ABOUT AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION</td> <td></td> </tr> <tr> <td>4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION</td> <td></td> </tr> <tr> <td>5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS</td> <td></td> </tr> <tr> <td>6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION</td> <td></td> </tr> <tr> <td>7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION</td> <td></td> </tr> </table> <p>IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. IF YES, EXPLAIN FULLY:</p> | | | | 1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED | | 2 - OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW | | 3 - A BARELY ACCEPTABLE EMPLOYEE... ABOUT AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION | | 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION | | 5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS | | 6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION | | 7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION | | | | | | | | | | | |
| 1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 - OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 - A BARELY ACCEPTABLE EMPLOYEE... ABOUT AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION | | | | | | | | | | | | | | | | | | | | | | | | | | | |

SECRET

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(When Filled In)

Original Off. of Pers.

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OI no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E.

GENERAL

| | | | |
|--|--|---|---|
| 1. NAME (Last) (First) (Middle) Official Birch D. | 2. DATE OF BIRTH 1 June 1913 | 3. SEX M | 4. SERVICE DESIGNATION DI |
| 5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT CI Staff/Office of Chief/ | 6. OFFICIAL POSITION TITLE IO-CI Chief/ | | |
| 7. GRADE GS-15 | 8. DATE REPORT DUE IN OF 11 February 1956 | 9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 11 February 1955-11 February 1956 | |
| 10. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> ANNUAL | INITIAL <input type="checkbox"/> | REASSIGNMENT-SUPERVISOR <input type="checkbox"/> | SPECIAL (Specify) <input type="checkbox"/> |

SECTION F.

CERTIFICATION

| | | |
|---|---|--|
| 1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGMENT OF THE INDIVIDUAL BEING RATED | | |
| A. THIS DATE 17 Feb 1956 | B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR S. H. Horton <i>S. H. Horton</i> | C. SUPERVISOR'S OFFICIAL TITLE Deputy Chief, CI Staff |
| 2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCES OF OPINION IN ATTACHED MEMO. | | |
| A. THIS DATE 17 Feb | B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL James Angleton <i>J. Angleton</i> | C. OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, CI Staff |

SECTION G.

ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES
DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

| | | |
|---|---|---------------------|
| 5 | 1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED | DATE 17 Feb 1956 |
| | 2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED | |
| | 3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN ASSUME GREATER RESPONSIBILITIES | |
| | 4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES | |
| | 5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING | |
| | 6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN LEVYMENTIONED PRESENT LEVEL | |
| | 7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR PROMOTION TO HIGHER LEVEL RESPONSIBILITIES | |

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? ☒ Yes ☐ No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

| | |
|---------------------------|---|
| DESCRIPTIVE RATING NUMBER | 0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION |
| 1 | 1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION |
| 2 | 2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION |
| 3 | 3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION |

| ACTUAL | POTENTIAL | DESCRIPTIVE SITUATION |
|--------|-----------|--|
| | 3 | A GROUP USING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor) |
| | 0 | A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors) |
| | 0 | A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level) |
| | 0 | WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT |
| | 3 | WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION |
| | 3 | WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX |
| | | OTHER (Specify) |

SECRET

(When Filled In)

| | | | | | |
|---|---|----------|--|----------|--|
| 3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION | | | | | |
| Twelve | OFFICE OF PERSONNEL | | | | |
| 4. COMMENTS CONCERNING POTENTIAL | | | | | |
| Can handle almost any GS-15 job in DD/P that does not require a particular language or speciality. Would be very good Chief of Station or Base. Is good supervisor. | | | | | |
| MAIL ROOM | | | | | |
| SECTION II. FUTURE PLANS | | | | | |
| 1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL | | | | | |
| None at present | | | | | |
| 2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS | | | | | |
| No unusual factors | | | | | |
| SECTION I. DESCRIPTION OF INDIVIDUAL | | | | | |
| DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report. | | | | | |
| X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL | | | | | |
| CATEGORY NUMBER | | | | | |
| 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE | | | | | |
| 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE | | | | | |
| 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE | | | | | |
| 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE | | | | | |
| 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE | | | | | |
| CATEGORY | STATEMENT | CATEGORY | STATEMENT | CATEGORY | STATEMENT |
| 5 | 1. ABLE TO SEE ANOTHER'S POINT OF VIEW | 5 | 11. HAD HIGH STANDARDS OF ACCOMPLISHMENT | 4 | 21. IS EFFECTIVE IN DISCUSSING WITH ASSOCIATES |
| 4 | 2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES | 5 | 12. SHOWS ORIGINALITY | 5 | 22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS |
| 4 | 3. HAS INITIATIVE | 5 | 13. ACCEPTS RESPONSIBILITIES | 5 | 23. IS THOUGHTFUL OF OTHERS |
| 5 | 4. IS ANALYTICAL IN HIS THINKING | 5 | 14. ADMITS HIS ERRORS | 4 | 24. DOES WELL UNDER PRESSURE |
| 5 | 5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS | 5 | 15. RESPONDS WELL TO SUPERVISION | 5 | 25. DISPLAYS JUDGEMENT |
| 5 | 6. KNOWS WHEN TO SEEK ASSISTANCE | 4 | 16. DOES HIS JOB WITHOUT STRONG SUPPORT | 5 | 26. IS SECURITY CONSCIOUS |
| 5 | 7. CAN GET ALONG WITH PEOPLE | 4 | 17. COMES UP WITH SOLUTIONS TO PROBLEMS | 4 | 27. IS JUDGABLE |
| 5 | 8. HAS MEMORY FOR FACTS | 5 | 18. IS OBSERVANT | 5 | 28. HIS CRITICISM IS CONSTRUCTIVE |
| 4 | 9. GETS THINGS DONE | 5 | 19. THINKS CLEARLY | 5 | 29. FACILITATES SMOOTH OPERATION OF HIS OFFICE |
| 5 | 10. CAN COPE WITH EMERGENCIES | 4 | 20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS | 5 | 30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION |

SECRET

SECRET
(When Filled In)

W11 15

FITNESS REPORT

CODED

The Fitness Report is an important factor in agency personnel management. It seeks to provide:

1. The agency selection board with information of value when considering the application of an individual for membership in the career service; and
2. A periodic record of job performance as an aid to the effective utilization of personnel.

INSTRUCTIONS

TO THE ADMINISTRATIVE OR PERSONNEL OFFICER: Consult current administrative instructions regarding the initiation and transmittal of this report.

TO THE SUPERVISOR: Read the entire form before attempting to complete any item. As the supervisor who assigns, directs and reviews the work of the individual, you have primary responsibility for evaluating his strengths, weaknesses, and on-the-job effectiveness as revealed by his day-to-day activities. If this individual has been under your supervision for less than 30 days, you will collaborate with his previous supervisors to make sure the report is accurate and complete. Primary responsibility rests with the current supervisor. It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibilities by frequent discussions of his work, so that in a general way he knows where he stands.

Posting Box Card

AIC 20 APR 1955

Next report due Feb 56.

IT IS OPTIONAL WHETHER OR NOT THIS FITNESS REPORT IS SWORN TO BY THE PERSON BEING RATED

SECTION I (To be filled in by Administrative Officer)

| | | | | |
|--|---|--|-----------------------------------|---------------------------------------|
| 1. NAME (Last) (First) (Middle) O'NEAL Birch D. | | 2. DATE OF BIRTH 1 June 1913 | 3. SEX Male | 4. CAREER DESIGNATION SD-FI |
| 5. DATE OF ENTRANCE ON DUTY 11 February 1947 | 6. OFFICE ASSIGNED TO DDF * | 7. DIVISION WH * | 8. BRANCH III * | |
| 9. NATURE OF ASSIGNMENT * <input type="checkbox"/> DEPARTMENTAL <input checked="" type="checkbox"/> FIELD | 10. IF FIELD, SPECIFY STATION: Guatemala * | | 11. GRADE GS-0136.01-14 | |
| 12. DATE THAT THIS REPORT IS DUE 11 February 1955 | 13. PERIOD COVERED BY THIS REPORT (inclusive dates) 28 February 1954 - 11 February 1955 | | | |

SECTION II (To be filled in by Supervisor)

1. CURRENT POSITION * **Mr. O'Neal was on a Special Assignment with the Security Research Staff, Security Office from July 1954 to Feb. 1955**

2. WHAT SPECIFIC ASSIGNMENTS OR TASKS ARE TYPICAL OF THOSE GIVEN TO HIM DURING THE PAST THREE TO SIX MONTHS (List in order of frequency):

1. Conducted research on an individual counter-intelligence case of great importance to national security, utilizing and analyzing sensitive source material.
2. Conducted liaison with top officials of two [redacted] organizations relating to a sensitive counter-intelligence case.
3. Directed investigation and personally investigated sensitive aspects of a counter-intelligence case on a world wide basis.
4. Assisted in other counter-intelligence cases.

READ THE ENTIRE FORM BEFORE ATTEMPTING TO COMPLETE ANY ITEM

SECTION III

I certify that, during the latter half of the period covered by this report, I have discussed with the rated individual the manner in which he has performed his job and provided suggestions and criticisms wherever needed. I believe that his understanding of my evaluation of his performance is consistent with my evaluation of him as evidenced by this fitness report and I have informed him of his strengths, weaknesses, and on-the-job effectiveness. If performance during the report period has been unsatisfactory, there is attached a copy of the memorandum notifying him of unsatisfactory performance.

This report ☒ has ☐ has not been shown to the individual rated

THIS DATE
11 March 1955

I HAVE REVIEWED THIS REPORT (Comments, if any, are reflected by attached memorandum)

THIS DATE
Paul E. Gannon

SECRET -
(When Filled In)

SECTION IV

This section is provided as an aid in describing the individual. Your description is not favorable or unfavorable in itself but acquires its meaning in relation to a particular job or assignment. The description is to be interpreted literally.

On the left hand side of the page below are a series of statements that apply in some degree to most persons. The right hand side of the page are four major categories of descriptions. The scale within each category is divided into three small blocks; this is to allow you to make finer distinctions if you so desire. Look at the statement on the left - then check the category on the right which best tells how much the statement applies to the person you are rating. Placing an "X" in the "Not Observed" column means you have no opinion on whether the phrase applies to an individual. Placing an "X" in the "Does Not Apply" column means that you have the definite opinion that the description is not at all suited to the individual.

| STATEMENTS | | CATEGORIES | | | | | |
|--|---------|----------------------|----------------------|-----------------------------------|--------------------------------------|--|--|
| | | NOT OB- SERVED | DOES NOT APPLY | APPLIES TO A LIMITED DEGREE | APPLIES TO A REASONABLE DEGREE | APPLIES TO AN ABOVE AVERAGE DEGREE | APPLIES TO AN OUTSTANDING DEGREE |
| A. ABLE TO SEE ANOTHER'S POINT OF VIEW. | SAMPLES | | | X | | | |
| B. PRACTICAL. | | | | | | X | |
| 1. A GOOD REPORTER OF EVENTS. | | | | | | | X |
| 2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES. | | | | | | | X |
| 3. CAUTIOUS IN ACTION. | | | | | | X | |
| 4. HAS INITIATIVE. | | | | | | | X |
| 5. UNEMOTIONAL. | | | | | | | X |
| 6. ANALYTIC IN HIS THINKING. | | | | | | | X |
| 7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND IDEAS. | | | | | | X | |
| 8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS. | | | | | | | X |
| 9. HAS SENSE OF HUMOR. | | | | | | X | |
| 10. KNOWS WHEN TO SEEK ASSISTANCE. | | | | | | X | |
| 11. CALM. | | | | | | | X |
| 12. CAN GET ALONG WITH PEOPLE. | | | | | | | X |
| 13. MEMORY FOR FACTS. | | | | | | | X |
| 14. GETS THINGS DONE. | | | | | | X | |
| 15. KEEPS ORIENTED TOWARD LONG TERM GOALS. | | | | | | | X |
| 16. CAN COPE WITH EMERGENCIES. | | | | | | X | |
| 17. HAS HIGH STANDARDS OF ACCOMPLISHMENT. | | | | | | | X |
| 18. HAS STAMINA; CAN KEEP GOING A LONG TIME. | | | | | | | X |
| 19. HAS WIDE RANGE OF INFORMATION. | | | | | | X | |
| 20. SHOWS ORIGINALITY. | | | | | | X | |
| 21. ACCEPTS RESPONSIBILITIES. | | | | | | | X |
| 22. ADMITS HIS ERRORS. | | | | | | X | |
| 23. RESPONDS WELL TO SUPERVISION. | | | | | | | X |
| 24. EVEN DISPOSITION. | | | | | | X | |
| 25. ABLE TO DO HIS JOB WITHOUT STRONG SUPPORT | | | | | | X | |

SECRET

SECRET
(When Filled In)

| When Filled In | |
|---|--|
| 26. CAN THINK ON HIS FEET | |
| 27. COMES UP WITH SOLUTIONS TO PROBLEMS. | |
| 28. STIMULATING TO ASSOCIATES: A "SPARK PLUG". | |
| 29. TOUGH MINDED. | |
| 30. OBSERVANT. | |
| 31. CAPABLE. | |
| 32. CLEAR THINKING. | |
| 33. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS. | |
| 34. EVALUATES SELF REALISTICALLY. | |
| 35. WELL INFORMED ABOUT CURRENT EVENTS. | |
| 36. DELIBERATE. | |
| 37. EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES. | |
| 38. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS. | |
| 39. THOUGHTFUL OF OTHERS. | |
| 40. WORKS WELL UNDER PRESSURE. | |
| 41. DISPLAYS JUDGEMENT. | |
| 42. GIVES CREDIT WHERE CREDIT IS DUE. | |
| 43. HAS DRIVE. | |
| 44. IS SECURITY CONSCIOUS. | |
| 45. VERSATILE. | |
| 46. HIS CRITICISM IS CONSTRUCTIVE. | |
| 47. ABLE TO INFLUENCE OTHERS. | |
| 48. FACILITATES SMOOTH OPERATION OF HIS OFFICE. | |
| 49. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION. | |
| 50. A GOOD SUPERVISOR. | |

SECTION V

A. WHAT ARE HIS OUTSTANDING STRENGTHS?

The ability to analyze a complex problem, arrive at a plan of action, and then implement the plan without omitting any detail relevant to the case.

B. WHAT ARE HIS OUTSTANDING WEAKNESSES?

None observed.

SECRET

SECRET
(When Filled In)

| | |
|--|--|
| <p>C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTWEIGHS ALL OTHER CONSIDERATIONS:</p> <p align="center">Ability to concentrate and follow through on an assignment.</p> | |
| <p>D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES. IF YES, WHY?</p> | |
| <p>E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?</p> <p align="center">None</p> | |
| <p>F. OTHER COMMENTS (Indicate here general traits, specific habits or characteristics not covered elsewhere in the report but which have a bearing on effective utilization of this person): Mr. O'Neal will carefully study, plan and analyze a problem before taking action. This may initially create the impression of slowness, but because of superior planning, the net result is a high degree of efficiency.</p> | |
| <p align="center">SECTION VI</p> <p align="center"><i>Read all descriptions before rating. Place "X" in the most appropriate box under subsections A, B, C, & D</i></p> | |
| <p>A. DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate him accordingly.</p> <p><input type="checkbox"/> 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPLETENT.</p> <p><input type="checkbox"/> 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.</p> <p><input type="checkbox"/> 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.</p> <p><input type="checkbox"/> 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.</p> <p><input type="checkbox"/> 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.</p> <p><input checked="" type="checkbox"/> 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.</p> <p>IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? <input type="checkbox"/> NO <input type="checkbox"/> YES. IF YES, WHAT?</p> <p>Mr. O'Neal was on TDY with this office. He is fully qualified for continued work in this office.</p> | <p>C. DIRECTIONS: Based upon what he has said, his actions, and any other indications, give your opinion of this person's attitude toward the agency.</p> <p><input type="checkbox"/> 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE AGENCY... WILL DEFINITELY LEAVE THE AGENCY AT THE FIRST OPPORTUNITY.</p> <p><input type="checkbox"/> 2. HAS STRONG NEGATIVE ATTITUDE TOWARD AGENCY... IRRKED BY RESTRICTIONS... REGARDS AGENCY AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.</p> <p><input type="checkbox"/> 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD THE AGENCY... BOTHERED BY MINOR FRUSTRATIONS... WILL QUIT IF THESE CONTINUE.</p> <p><input type="checkbox"/> 4. HIS ATTITUDE TOWARD THE AGENCY IS INDIFFERENT... HAS "WAIT AND SEE" ATTITUDE... WOULD LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.</p> <p><input type="checkbox"/> 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD AGENCY... MAKES ALLOWANCES FOR RESTRICTIONS IMPOSED BY WORKING FOR AGENCY... THINKS IN TERMS OF A CAREER IN THE AGENCY.</p> <p><input checked="" type="checkbox"/> 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE AGENCY... BARRING AN UNEXPECTED OUTSIDE OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE AGENCY.</p> <p><input type="checkbox"/> 7. HAS AN ENTHUSIASTIC ATTITUDE TOWARD THE AGENCY... WILL PROBABLY NEVER CONSIDER WORKING ANY PLACE BUT IN THE AGENCY.</p> |
| <p>B. DIRECTIONS: Considering others of this person's grade and type of assignment, how would you rate him on potentiality for assumption of greater responsibilities normally indicated by promotion.</p> <p><input type="checkbox"/> 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.</p> <p><input type="checkbox"/> 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.</p> <p><input type="checkbox"/> 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.</p> <p><input checked="" type="checkbox"/> 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.</p> <p><input type="checkbox"/> 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.</p> <p><input type="checkbox"/> 6. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR RAPID ADVANCEMENT.</p> | <p>D. DIRECTIONS: Consider everything you know about this person in making your rating... skill in job duties, conduct on the job, personal characteristics or habits, and special defects or talents.</p> <p><input type="checkbox"/> 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.</p> <p><input type="checkbox"/> 2. OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.</p> <p><input type="checkbox"/> 3. A BARELY ACCEPTABLE EMPLOYEE... DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.</p> <p><input type="checkbox"/> 4. A TYPICAL EMPLOYEE... HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE AGENCY.</p> <p><input type="checkbox"/> 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.</p> <p><input checked="" type="checkbox"/> 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE AGENCY.</p> <p><input type="checkbox"/> 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE AGENCY.</p> |

SECRET

OFFICE OF PERSONNEL
MAR 29 11 45 AM '55

MAIL ROOM

GS-12

6400.00

1 May 1950

Case officer and staff work. Responsibility, under the Operations Officer,
for action against [REDACTED]

1. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT: LIST TITLE, LOCATION OR SCHOOL, LENGTH OF COURSE, AND DATE COMPLETED. **None**

| PREFERENCE IN FOREIGN LANGUAGE | READING | | SPEAKING | | UNDERSTANDING | | MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS (IN U.S. OR ABROAD) | LOCATION |
|--------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|--|---|
| | EXC | GOOD FAIR | EXC | GOOD FAIR | EXC | GOOD FAIR | | |
| French | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> | | | Base Chief. Salzburg of Western Europe |
| German | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> | | | |
| Spanish | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> | | | |
| Portuguese | | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> | | |

(LIST ONE OR MORE IN ORDER OF PREFERENCE)

2. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT, WHICHEVER IS LATER?

MARITAL STATUS: ☒ YES ☒ NO NUMBER OF DEPENDENTS: ☒ YES ☒ NO EMERGENCY ADDRESS: ☒ YES ☒ NO LEGAL ADDRESS: ☒ YES ☒ NO

IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN OUTLINE HEREIN IN THE CASE OF MARRIAGE, THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW, AND SISTERS-IN-LAW.

28 January 1952

DATE

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT: DATE FROM **June '51** DATE TO **25 Jan 52**

8. OCCASION FOR REPORT: ☒ ANNUAL ☐ REASSIGNMENT OF REPORTING OFFICER ☐ PROPOSED REASSIGNMENT OF EMPLOYEE REPORTED ON ☒ COVERING INITIAL OF EMPLOYEE REPORTED ON ☐ DAYS OF EMPLOYMENT

9. IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES? ☒ YES ☐ NO IS EMPLOYEE BETTER QUALIFIED FOR OTHER DUTIES? ☒ YES ☐ NO IF SO, WHAT DUTY OR DUTIES? **Base Chief or Ops chief directing other case officers.**

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 7? ☒ YES ☐ NO IF NO, EXPLAIN IN SECTION 11. HAS EMPLOYEE STRIVEN FOR PROFESSIONAL IMPROVEMENT? ☒ YES ☐ NO DO YOU RECOMMEND EMPLOYEE FOR PROMOTION? ☒ YES ☐ NO IF SO, TO WHAT GRADE AND FOR WHAT POSITION? **GS-13**

10. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION. WHEN EMPLOYEES ARE KNOWN TO YOU PERSONALLY, DO NOT EVALUATE THE COMPARISONS TO THE OTHERS NOW UNDER YOUR SUPERVISION DO NOT LEAVE TO MARK NOT OBSERVED ON ANY QUALITY WHEN APPROPRIATE.

| RATING FACTORS | NOT OBSERVED | UNSATISFACTORY | FAIR | GOOD | VERY GOOD | EXCELLENT | OUTSTANDING |
|--|--------------|----------------|------|------|-----------|-------------------------------------|-------------------------------------|
| A. ABILITY TO WORK AND GET ALONG WITH PEOPLE | | | | | | | <input checked="" type="checkbox"/> |
| B. INTEREST AND ENTHUSIASM IN WORK | | | | | | | <input checked="" type="checkbox"/> |
| C. SECURITY CONSCIOUSNESS | | | | | | <input checked="" type="checkbox"/> | |
| D. ABILITY TO GRASP INSTRUCTIONS AND PLANS | | | | | | <input checked="" type="checkbox"/> | |
| E. ATTENTION TO DUTY | | | | | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| F. JUDGMENT AND COMMON SENSE | | | | | | <input checked="" type="checkbox"/> | |
| G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE | | | | | | | <input checked="" type="checkbox"/> |
| H. DISCRETION | | | | | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| I. INITIATIVE | | | | | | <input checked="" type="checkbox"/> | |
| J. ABILITY TO HANDLE AND DIRECT PEOPLE | | | | | | <input checked="" type="checkbox"/> | |
| K. PERFORMANCE OF PRESENT DUTIES (ITEM 2) | | | | | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION | | | | | | <input checked="" type="checkbox"/> | |
| M. TACT | | | | | | | <input checked="" type="checkbox"/> |
| N. SAGACITY (NONALIENABILITY) | | | | | | <input checked="" type="checkbox"/> | |
| O. LEADERSHIP | | | | | | <input checked="" type="checkbox"/> | |
| P. PHYSICAL STAMINA | | | | | | <input checked="" type="checkbox"/> | |
| Q. MENTAL STAMINA | | | | | | <input checked="" type="checkbox"/> | |

11. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU: DEFINITELY PREFER NOT TO HAVE HIM? ☐ TO HAVE HIM? ☐ TO HAVE HIM? ☐ TO HAVE HIM? ☒ DEFINITELY

12. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT.

In the ten months Subj has been under my supervision he has shown an outstanding ability to get work done, even under the pressure of an unusually heavy work load. Subj's willingness to take on additional duties and his indefatigable efforts to discharge all responsibilities are also considered outstanding. Subj's operational and liaison experience show plainly in his handling of ops problems. Subj's ability to organize material and budget his time for greatest efficiency improved notably in the past months. Subj is in every sense a senior intelligence officer.

(IF ADDITIONAL SPACE IS NEEDED ATTACH EXTRA SHEET)

29 January 1952

DATE

(IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THIS REPORT, EXCEPTIONS WILL BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF)

SIGNATURE OF REVIEWING OFFICER

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

CONFIDENTIAL

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL
OFFICIAL
REGULAR (☒) SPECIAL ()
PROBATIONAL ()

As of 20 Sept 1950 based on performance during period from 20 Mar 1950 to 20 Sept 1950

Birch D. O'Neal Intelligence Officer GS-130-13
(Name of employee) (Title of position, service, and grade)

IASS
(Organization—Indicate bureau, division, section, unit, field station)

| ON LINES BELOW MARK EMPLOYEE | 1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> . | CHECK ONE: Administrative, supervisory, or planning..... <input checked="" type="checkbox"/> All others..... <input type="checkbox"/> |
|--|---|---|
| <input checked="" type="checkbox"/> If adequate <input type="checkbox"/> If weak <input type="checkbox"/> If outstanding | | |

- (1) Maintenance of equipment, tools, instruments.
- (2) Mechanical skill.
- (3) Skill in the application of techniques and procedures.
- (4) Presentability of work (appropriateness of arrangement and appearance of work).
- (5) Attention to broad phases of assignments.
- ...+ (6) Attention to pertinent detail.
- (7) Accuracy of operations.
- ...+ (8) Accuracy of final results.
- ...+ (9) Accuracy of judgments or decisions.
- ...+ (10) Effectiveness in presenting ideas or facts.
- (11) Industry.
- (12) Rate of progress on or completion of assignments.
- (13) Amount of acceptable work produced. (In mark based on production records?.....) (Yes or no)
- ...+ (14) Ability to organize his work.
- ...+ (15) Effectiveness in meeting and dealing with others.
- ...+ (16) Cooperativeness.
- (17) Initiative.
- (18) Resourcefulness.
- ...+ (19) Dependability.
- (20) Physical fitness for the work.

- ...+ (21) Effectiveness in planning broad programs.
- (22) Effectiveness in adapting the work program to broader or related programs.
- ...+ (23) Effectiveness in devising procedures.
- (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- (26) Effectiveness in instructing, training, and developing subordinates in the work.
- (27) Effectiveness in promoting high working morale.
- (28) Effectiveness in determining space, personnel, and equipment needs.
- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- ...+ (30) Ability to make decisions.
- (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- ...+ (A) Aptitude for Intelligence Profession
- ...+ (B) Discretion
- (C)

| STANDARD Deviations must be explained on reverse side of this form | Adjective Rating | Adjective Rating |
|--|------------------|---------------------------------------|
| Plus marks on all underlined elements, and check marks or better on all other elements rated..... | Excellent | Rating official.. <u>Excellent</u> |
| Check marks or better on all elements rated, and plus marks on at least half of the underlined elements..... | Very Good | |
| Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance..... | Good | Reviewing official.. <u>Excellent</u> |
| Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance..... | Fair | |
| Minus marks on at least half of the underlined elements..... | Unsatisfactory | |

Rated by Edgar E. Tamm Chief I.O. 28 Sept 1950
(Signature of rating official) (Title) (Date)

Reviewed by Edgar E. Tamm Chief I.O. 28 Sept 1950
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee 10-3-50 Report to employee E
(Date) (Adjective rating)

9. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, LIST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED.

[illegible]

B. W. PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS: (IF IN US-SO STATE)

| TYPE OF DUTY | LOCATION |
|--------------|----------|
|--------------|----------|

11187 868 88 6001 16 3615 87 7887557527

6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATER?

| | | | | | | | |
|----------------|-----|----------------------|-----|---------------------|-----|---------------|-----|
| MARITAL STATUS | YES | NUMBER OF DEPENDENTS | YES | EMERGENCY ADDRESSEE | YES | LEGAL ADDRESS | YES |
| | NO | | NO | | NO | | NO |

IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HERETO. IN THE CASE OF MARRIAGE, THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

● ● ● ●

SIGNATURE OF EMPLOYEE

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT
 DATE FROM DATE TO

OCCASION FOR REPORT
 ANNUAL ☐ REASSIGNMENT OF ☒ PROPOSED REASSIGNMENT
 REPORTING OFFICER OF EMPLOYEE REPORTED ON ☐ COVERING INITIAL 90
 DAYS OF EMPLOYMENT ☐

8. IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES? ☒ YES ☐ NO

IS EMPLOYEE BETTER QUALIFIED FOR OTHER DUTIES? ☒ YES ☐ NO

IF SO, WHAT DUTY OR DUTIES See end

IF SO, WHAT DUTY OR DUTIES *Second*
man at medium
sized station

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 3? YES ☐ NO ☐ IF NO, EXPLAIN IN SECTION 11

HAS EMPLOYEE STRIVEN FOR PROFESSIONAL IMPROVEMENT? YES ☒ NO ☐ DO YOU RECOMMEND EMPLOYEE FOR PROMOTION? YES ☒ NO ☐ IF SO, TO WHAT GRADE AND FOR WHAT POSITION?

9. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK "NOT OBSERVED" ON ANY QUALITY WHEN APPROPRIATE.

| RATING FACTORS | NOT OBSER- VED | UNSAT- ISFAC- TORY | FAIR | GOOD | VERY GOOD | EXCEL- LENT | OUT- STAND- ING |
|--|----------------------|--------------------------|------|------|--------------|----------------|-----------------------|
| A. ABILITY TO WORK AND GET ALONG WITH PEOPLE | | | | | ✓ | | |
| B. INTEREST AND ENTHUSIASM IN WORK | | | | | ✓ | | |
| C. SECURITY CONSCIOUSNESS | | | | ✓ | | | |
| D. ABILITY TO GRASP INSTRUCTIONS AND PLANS | | | | ✓ | | | |
| E. ATTENTION TO DUTY | | | | | ✓ | | |
| F. JUDGMENT AND COMMON SENSE | | | | ✓ | | | |
| G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE | | | | ✓ | | | |
| H. DISCRETION | | | | | ✓ | | |
| I. INITIATIVE | | | | ✓ | | | |
| J. ABILITY TO HANDLE AND DIRECT PEOPLE. | | | | | ✓ | | |
| K. PERFORMANCE OF PRESENT DUTIES (ITEM 2) | | | | ✓ | | | |
| L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION | | | | ✓ | | | |
| M. TACT | | | | | ✓ | | |
| N. SAGACITY (NON-GULLIBILITY) | | | | ✓ | | | |
| O. LEADERSHIP | | | | ✓ | | | |
| P. PHYSICAL STAMINA | | | | | ✓ | | |
| Q. MENTAL STAMINA | | | | | ✓ | | |

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU DEFINITELY ☐ PREFER NOT ☒ BE SATISFIED ☐ BE PLEASED ☐ PARTICULARLY NOT WANT HIM? ☐ TO HAVE HIM? ☐ TO HAVE HIM? ☐ TO HAVE HIM? ☐ DESIRE HIM? ☐

11. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND/OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT.

This officer has consistently demonstrated a lack
1) of qualifications essential to a station
chief. His production, in a area positively
exploited with interagency, has been negative.
His negotiating on administrative items is habitually
lags behind Embassy reports. He is totally incapable
2) of writing an intelligent, understandable report.
He is believed to be in the best interest of the organization
to remove him from station chief category for political

(IF ADDITIONAL SPACE IS NEEDED, ATTACH EXTRA SHEET)

(IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THIS REPORT, EXCEPTIONS WILL BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF)

SIGNATURE OF REVIEWING OFFICER

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

CONFIDENTIAL

Case officer and staff work. Responsibility, under the Operations Officer,
for action against

IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT LIST FULL LOCATION OF SCHOOL, LENGTH OF
COURSE, AND DATE COMPLETED **None**

| A. PROFICIENCY IN FOREIGN LANG. | READING | | SPEAKING | | UNDERSTANDING | |
|------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| | EXC | GOOD | FAIR | EXC | GOOD | FAIR |
| French | <input checked="" type="checkbox"/> | | | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> |
| German | | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> |
| Spanish | | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> |
| Portuguese | | | <input checked="" type="checkbox"/> | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

IF APPLICABLE FOR NEXT PERIOD AFTER TERMINATION OF CUR-
RENT ASSIGNMENT IS (IF IN ESSO STATE)
TYPE OF DUTY LOCATION

Base Chief Salzburg of
Western Europe

(LIST ONE OR MORE IN ORDER OF PREFERENCE)

6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPLY? WHOEVER IS LATER?
MARITAL STATUS ☒ YES ☒ NO NUMBER OF DEPENDENTS ☒ YES ☒ NO EMERGENCY ADDRESS ☒ YES ☒ NO LEGAL ADDRESS ☒ YES ☒ NO

IF THE ANSWER TO ANY OF THE ABOVE IS YES ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HEREIN IN THE CASE OF
MARRIAGE THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW,
BROTHERS-IN-LAW AND SISTERS-IN-LAW

28 January 1952
DATE

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT OCCASION FOR REPORT
DATE FROM DATE TO ANNUAL ☐ REASSIGNMENT OF ☐ PROPOSED REASSIGNMENT ☐ COVERING INITIAL 90 ☐
June '51 25 Jan 52 REPORTING OFFICER OF EMPLOYEE REWORKED ON DAYS OF EMPLOYMENT

8. IS THE EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES? ☒ YES ☐ NO IS EMPLOYEE BETTER QUALIFIED ☒ YES ☐ NO IF SO WHAT DUTY OR DUTIES
Base Chief or Ops chief

directing other case officers.

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 7? ☒ YES ☐ NO IF NO EXPLAIN IN SECTION 11
DO YOU EMPLOYEE STRIVE FOR ☒ YES ☐ NO DO YOU RECOMMEND EMPLOYEE ☒ YES ☐ NO IF SO TO WHAT GRADE AND FOR WHAT
PROFESSIONAL IMPROVEMENT? ☒ NO FOR PROMOTION? ☒ NO POSITION GS-13

9. FOR EACH FACTOR OBSERVE CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE
SAME GRADE OR RANK WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY DO NOT LIST THIS COMPARISON TO THE
OTHERS NOW UNDER YOUR SUPERVISION DO NOT HESITATE TO MARK NOT OBSERVED ON ANY QUALITY WHEN APPROPRIATE

| RATING FACTORS | NOT OBSER- VED | USUAL EVALU- ATION | FAIR | GOOD | VERY GOOD | EXCEL- LENT | OUTSTAN- DING |
|--|----------------------|--------------------------|------|------|--------------|-------------------------------------|-------------------------------------|
| A. ABILITY TO WORK AND GET ALONG WITH PEOPLE | | | | | | | <input checked="" type="checkbox"/> |
| B. INTEREST AND ENTHUSIASM IN WORK | | | | | | | <input checked="" type="checkbox"/> |
| C. SECURITY CONSCIOUSNESS | | | | | | <input checked="" type="checkbox"/> | |
| D. ABILITY TO GRASP INSTRUCTIONS AND PLANS | | | | | | <input checked="" type="checkbox"/> | |
| E. ATTENTION TO DUTY | | | | | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| F. JUDGMENT AND COMMON SENSE | | | | | | <input checked="" type="checkbox"/> | |
| G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE | | | | | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| H. DEPENDENCE | | | | | | | <input checked="" type="checkbox"/> |
| I. INITIATIVE | | | | | | <input checked="" type="checkbox"/> | |
| J. ABILITY TO HANDLE AND DIRECT PEOPLE | | | | | | <input checked="" type="checkbox"/> | |
| K. PERFORMANCE OF PRESENT DUTIES (ITEM 8) | | | | | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION | | | | | | <input checked="" type="checkbox"/> | |
| M. TACT | | | | | | | <input checked="" type="checkbox"/> |
| N. SAGACITY (NON-QUALIFIABILITY) | | | | | | <input checked="" type="checkbox"/> | |
| O. LEADERSHIP | | | | | | <input checked="" type="checkbox"/> | |
| P. PHYSICAL STAMINA | | | | | | <input checked="" type="checkbox"/> | |
| Q. MENTAL STAMINA | | | | | | <input checked="" type="checkbox"/> | |

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU:
DELIBERATELY ☐ PREFER NOT ☐ BE PLEASED ☐ PARTICULARLY ☒
NOT WANT HIM? ☐ TO HAVE HIM? ☐ TO HAVE HIM? ☐ TO HAVE HIM? ☐ DESIRE HIM?

11. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED
PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND/OR SERIOUS LIMITATIONS SHOULD BE STATED
ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT

In the ten months Subj has been under my supervision he has shown an outsta-
-ding ability to get work done, even under the pressure of an unusually heav
work load. Subj's willingness to take on additional duties and his in-
defatigable efforts to discharge all responsibilities are also considered ou
standing. Subj's operational and liaison experience show plainly in his dai
handling of ops problems. Subj's ability to recognize material and budget hi
time for greatest efficiency improved notably in the past months. Subj is
in every sense a senior intelligence officer.

(IF ADDITIONAL SPACE IS NEEDED ATTACH EXTRA SHEET)

29 January 1952
DATE

(IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT
CONCUR WITH THIS REPORT EXCEPTIONS WILL BE STATED
IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF)

SIGNATURE OF REVIEWING OFFICER

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

CONFIDENTIAL

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL: REGULAR (X) SPECIAL ()
PROBATIONAL ()

As of 20 Sept 1950 based on performance during period from 20 Mar 1950 to 20 Sept 1950

Birch D. O'Neal
(Name of employee)

Intelligence Officer GS-130-13
(Title of position, service, and grade)

1438

(Organization—Indicate bureau, division, section, unit, field station)

| ON LINE BELOW MARK EMPLOYEE | 1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in italics except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in italics. | CHECK ONE: Administrative, supervisory, or planning <input checked="" type="checkbox"/> All others <input type="checkbox"/> |
|---|--|---|
| <input checked="" type="checkbox"/> If adequate | | |
| <input type="checkbox"/> If weak | | |
| <input type="checkbox"/> If outstanding | | |

- (1) Maintenance of equipment, tools, instruments.
..... (2) Mechanical skill.
..... (3) Skill in the application of techniques and procedures.
..... (4) Presentability of work (appropriateness of arrangement and appearance of work).
..... (5) Attention to broad phases of assignments.
..... (6) Attention to pertinent detail.
..... (7) Accuracy of operations.
..... (8) Accuracy of final results.
..... (9) Accuracy of judgments or decisions.
..... (10) Effectiveness in presenting ideas or facts.
..... (11) Industry.
..... (12) Rate of progress on or completion of assignments.
..... (13) Amount of acceptable work produced. (Is mark based on production records? (Yes or No))
..... (14) Ability to organize his work.
..... (15) Effectiveness in meeting and dealing with others.
..... (16) Cooperativeness.
..... (17) Initiative.
..... (18) Resourcefulness.
..... (19) Dependability.
..... (20) Physical fitness for the work.

- (21) Effectiveness in planning broad programs.
..... (22) Effectiveness in adapting the work program to broader or related programs.
..... (23) Effectiveness in devising procedures.
..... (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
..... (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
..... (26) Effectiveness in instructing, training, and developing subordinates in the work.
..... (27) Effectiveness in promoting high working morale.
..... (28) Effectiveness in determining space, personnel, and equipment needs.
..... (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
..... (30) Ability to make decisions.
..... (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- (A) Aptitude for Intelligence Profession
..... (B) Discretion
..... (C)

| STANDARD Deviation must be explained on reverse side of this form | | Adjective Rating |
|--|----------------|---------------------------------------|
| Plus marks on all underlined elements, and check marks or better on all other elements rated..... | Excellent | Rating official.. <u>Excellent</u> |
| Check marks or better on all elements rated, and plus marks on at least half of the underlined elements..... | Very Good | Reviewing official.. <u>Excellent</u> |
| Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance..... | Good | |
| Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance..... | Fair | |
| Minus marks on at least half of the underlined elements..... | Unsatisfactory | |

Rated by E. J. [Signature] (Signature of rating official) Chief I-11 (Title) 28 Sept 1950 (Date)

Reviewed by E. J. [Signature] (Signature of reviewing official) Chief I-11 (Title) 28 Sept 1950 (Date)

Rating approved by efficiency rating committee CO-3-50 (Date) Report to employee F (Adjective rating)

2. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, LIST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED.

[illegible]

6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATER?

| | | | | | | | |
|----------------|------------------------------|----------------------|------------------------------|---------------------|------------------------------|---------------|------------------------------|
| MARITAL STATUS | <input type="checkbox"/> YES | NUMBER OF DEPENDENTS | <input type="checkbox"/> YES | EMERGENCY ADDRESSEE | <input type="checkbox"/> YES | LEGAL ADDRESS | <input type="checkbox"/> YES |
| | <input type="checkbox"/> NO | | <input type="checkbox"/> NO | | <input type="checkbox"/> NO | | <input type="checkbox"/> NO |

IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HERETO. IN THE CASE OF MARRIAGE, THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

DATE

EMPLOYMENT OF EMPLOYEES

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT

| DATE FROM | DATE TO |
|-----------|---------|
| | |

OCCASION FOR REPORT

ANNUAL ☐ REASSIGNMENT OF REPORTING OFFICER ☒ PROPOSED REASSIGNMENT OF EMPLOYEE REPORTED ON ☐ COVERING INITIAL 90 DAYS OF EMPLOYMENT ☐

8. IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES?

| |
|-------------------------------------|
| YES |
| <input checked="" type="checkbox"/> |

 IS EMPLOYEE BETTER QUALIFIED FOR OTHER DUTIES?

| |
|-------------------------------------|
| YES |
| <input checked="" type="checkbox"/> |

 IF SO, WHAT DUTY OR DUTIES Second

17 SO, WHAT DUTY OR DUTIES *Second*
and at medium-
sized states

DO YOU CONCUR IN EMPLOYEES DESCRIPTION OF DUTIES UNDER SECTION 2? ☒ YES ☐ NO IF NO, EXPLAIN IN SECTION 11

HAS EMPLOYEE STRIVEN FOR PROFESSIONAL IMPROVEMENT? ☒ YES ☐ NO DO YOU RECOMMEND EMPLOYEE ☒ YES ☐ NO IF SO, TO WHAT GRADE AND FOR WHAT POSITION?

9. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK "NOT OBSERVED" ON ANY QUALITY WHEN APPROPRIATE.

| RATING FACTORS | NOT OBSER- VED | UNSAT- ISFAC- TORY | FAIR | GOOD | VERY GOOD | EXCEL- LENT | OUT- STAND- ING |
|--|----------------------|--------------------------|------|------|--------------|----------------|-----------------------|
| A. ABILITY TO POPP AND GET ALONG WITH PEOPLE | | | | | ✓ | | |
| B. INTEREST AND ENTHUSIASM IN WORK | | | | | ✓ | | |
| C. SECURITY CONSCIOUSNESS | | | | ✓ | | | |
| D. ABILITY TO GRASP INSTRUCTIONS AND PLANS | | | | ✓ | | | |
| E. ATTENTION TO DUTY | | | | | ✓ | | |
| F. JUDGMENT AND COMMON SENSE | | | | ✓ | | | |
| G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE | | | | ✓ | | | |
| H. DISCRETION | | | | | ✓ | | |
| I. INITIATIVE | | | | ✓ | | | |
| J. ABILITY TO HANDLE AND DIRECT PEOPLE. | | | | | ✓ | | |
| K. PERFORMANCE OF PRESENT DUTIES (ITEM 2) | | | | ✓ | | | |
| L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION | | | | ✓ | | | |
| M. TACT | | | | | ✓ | | |
| N. SAGACITY (NON-GULLIBILITY) | | | | ✓ | | | |
| O. LEADERSHIP | | | | ✓ | | | |
| P. PHYSICAL STAMINA | | | | | ✓ | | |
| Q. MENTAL STAMINA | | | | | ✓ | | |

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU DEFINITELY ☐ PREFER NOT ☒ BE SATISFIED ☐ BE PLEASED ☐ PARTICULARLY NOT WANT HIM? ☐ TO HAVE HIM? ☐ TO HAVE HIM? ☐ TO HAVE HIM? ☐ DESIRE HIM? ☐

11. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND/OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT.

This officer has consistently demonstrated a lack of qualifications essential to a station chief. His graduation record is reportedly replete with inadequacies, has been negative. His reporting on classified items is habitually lags behind Embassy reports. He is totally uncooperative in installing, conducting a project. It is believed to be in the best interests of the organization to remove him from station chief category, for the following reasons:

(IF ADDITIONAL PAGE IS REQUIRED ATTACH EXTRA SHEET)

(IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT
CONCUR WITH THIS REPORT, EXCEPTIONS WILL BE STATED
IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF)

UNITED STATES DEPARTMENT OF JUSTICE

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON.

CONFIDENTIAL

3. DESCRIPTION OF DUTIES SINCE LAST EFFICIENCY REPORT. (LIST MOST RECENT FIRST, DESCRIBE CONCISELY BUT FULLY) In complete charge of administering investigative work of station and supervising and administering clerical, stenographic, and investigative personnel, handling confidential sources of information, and liaison with State, Army, and Navy personnel.

8. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, LIST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED. None

| 4. PROFICIENCY IN FOREIGN LANG. | READING | | | SPEAKING | | | UNDERSTANDING | | |
|---------------------------------|---------|------|------|----------|------|------|---------------|------|------|
| | EXC | GOOD | FAIR | EXC | GOOD | FAIR | EXC | GOOD | FAIR |
| Spanish | X | | | | X | | | X | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

5. MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS: (IF IN US-SO STATE)

TYPE OF DUTY: Chief of Station. LOCATION: Caracas, Venez.

Z-316

(LIST ONE OR MORE IN ORDER OF PREFERENCE)

6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATEST?

MARITAL STATUS: ☒ YES ☒ NO. NUMBER OF DEPENDENTS: ☒ YES ☒ NO. EMERGENCY ADDRESSEE: ☒ YES ☒ NO. LEGAL ADDRESS: ☒ YES ☒ NO.

IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HERETO. IN THE CASE OF MARRIAGE, THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

Arch. D. C. Neal

25 March, 1948

DATE

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT

DATE FROM: 1 June 47. DATE TO: 16 Apr 48

OCCASION FOR REPORT

ANNUAL ☒ REASSIGNMENT OF REPORTING OFFICER ☐ PROPOSED REASSIGNMENT OF EMPLOYEE REPORTED ON ☐ COVERING INITIAL 90 DAYS OF EMPLOYMENT ☐

8. IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES?

☒ YES ☒ NO

IS EMPLOYEE BETTER QUALIFIED FOR OTHER DUTIES?

☒ YES ☒ NO

IF SO, WHAT DUTY OR DUTIES

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 2? ☒ YES ☐ NO. IF NO, EXPLAIN IN SECTION 11.

HAS EMPLOYEE STRIVEN FOR PROFESSIONAL IMPROVEMENT? ☒ YES ☐ NO. DO YOU RECOMMEND EMPLOYEE FOR PROMOTION? ☒ YES ☐ NO. IF SO, TO WHAT GRADE AND FOR WHAT POSITION? In-grade promotion.

9. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK "NOT OBSERVED" ON ANY QUALITY WHEN APPROPRIATE.

| RATING FACTORS | NOT OBSERVED | UNSATISFACTORY | FAIR | GOOD | VERY GOOD | EXCELLENT | OUTSTANDING |
|--|--------------|----------------|------|------|-----------|-------------------------------------|-------------------------------------|
| A. ABILITY TO WORK AND GET ALONG WITH PEOPLE | | | | | | <input checked="" type="checkbox"/> | |
| B. INTEREST AND ENTHUSIASM IN WORK | | | | | | <input checked="" type="checkbox"/> | |
| C. SECURITY CONSCIOUSNESS | | | | | | <input checked="" type="checkbox"/> | |
| D. ABILITY TO GRASP INSTRUCTIONS AND PLANS | | | | | | <input checked="" type="checkbox"/> | |
| E. ATTENTION TO DUTY | | | | | | <input checked="" type="checkbox"/> | |
| F. JUDGMENT AND COMMON SENSE | | | | | | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE | | | | | | <input checked="" type="checkbox"/> | |
| H. DISCRETION | | | | | | <input checked="" type="checkbox"/> | |
| I. INITIATIVE | | | | | | <input checked="" type="checkbox"/> | |
| J. ABILITY TO HANDLE AND DIRECT PEOPLE | | | | | | <input checked="" type="checkbox"/> | |
| K. PERFORMANCE OF PRESENT DUTIES (ITEM 2) | | | | | | <input checked="" type="checkbox"/> | |
| L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION | | | | | | <input checked="" type="checkbox"/> | |
| M. TACT | | | | | | <input checked="" type="checkbox"/> | |
| N. SAGACITY (NON-GULLIBILITY) | | | | | | <input checked="" type="checkbox"/> | |
| O. LEADERSHIP | | | | | | <input checked="" type="checkbox"/> | |
| P. PHYSICAL STAMINA | | | | | | <input checked="" type="checkbox"/> | |
| Q. MENTAL STAMINA | | | | | | <input checked="" type="checkbox"/> | |

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU DEFINITELY ☐ PREFER NOT ☐ BE SATISFIED ☐ BE PLEASED ☒ PARTICULARLY NOT WANT HIM? ☐ TO HAVE HIM? ☐ TO HAVE HIM? ☐ TO HAVE HIM? ☒ DESIRE HIM?

11. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND/OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT.

At the end of a year of operations, Mr. O'Neill's record corresponds with his previous achievements in the same class of work. He is an exceptionally steady, industrious and conscientious officer. He obtains results and has proved his ability to handle all aspects of the job assigned.

Since his previous report, he has not expanded his intelligence coverage to the point desirable in an area of importance as that where he is working. This may be due partly to an insufficient number of assistants, and an increase in his family may also be a factor which has prevented him from increasing his output. In Embassy (over)

8 April 1948

DATE

(IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THIS REPORT, EXCEPTIONS WILL BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF)

SIGNATURE OF REPORTING OFFICER

SIGNATURE OF REVIEWING OFFICER

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

CONFIDENTIAL

1. THE REPORTING OFFICER IS GIVEN BY THE EMPLOYEE'S IMMEDIATE SUPERVISOR, IN OTHER WORDS THE PERSON WHO IS PROBABLY BEST ACQUAINTED WITH THE EMPLOYEE'S WORKING EFFICIENCY. HOWEVER, DEPENDING UPON CIRCUMSTANCES, THE CHIEF OF STATION MAY NOT WISH TO ENTRUST THE IMMEDIATE SUPERVISOR WITH THIS RESPONSIBILITY. IN ANY CASE, THE CHIEF OF STATION WILL CHANGE OR MODIFY THE RATING OF THE REPORTING OFFICER WHEN SUCH CHANGES OR MODIFICATIONS ARE CALLED FOR. THE CHIEF OF STATION IS ULTIMATELY RESPONSIBLE FOR THE ACCURACY OF FACTS AND STATEMENTS WHICH APPEAR ON THE STATUS AND EFFICIENCY REPORT. IN MANY CASES, ESPECIALLY IN A SMALL UNIT, THE CHIEF OF STATION MAY WISH TO FILL OUT ALL THE REPORTS HIMSELF.
2. IN ADDITION TO THE ANNUAL REPORT, THE FOLLOWING SPECIAL REPORTS, UTILIZING THE SAME FORM, WILL BE RENDERED:
- UPON COMPLETION OF FIRST NINETY (90) DAYS OF SERVICE AT A STATION.
 - UPON RELIEF OR REASSIGNMENT OF REPORTING SENIOR.
 - UPON DETERMINATION OR RECOMMENDATION THAT AN EMPLOYEE IN A FIELD STATION SHOULD BE REASSIGNED TO ANOTHER STATION OR RETURNED TO U.S. FOR REASSIGNMENT OR OTHER DISPOSITION. SUCH REPORT WILL BE FORWARDED SO AS TO REACH THE WASHINGTON HEADQUARTERS AT THE EARLIEST POSSIBLE DATE AFTER SUCH REASSIGNMENT DETERMINATION IS MADE. IF POSSIBLE, THE REPORT SHOULD BE SENT IN AT LEAST THREE MONTHS PRIOR TO PROPOSED REASSIGNMENT IN ORDER THAT ALL TIME POSSIBLE MAY BE DEVOTED TO APPRAISAL AND EVALUATION. IF CONSIDERATION OF REASSIGNMENT IS BEING GIVEN WITHOUT EMPLOYEE'S KNOWLEDGE, ITEMS 1 TO 6 WILL BE FILLED IN AS FAR AS POSSIBLE BY THE RATING OFFICER WITHOUT REFERRAL TO EMPLOYEE.
3. IN FAIRNESS TO THE INDIVIDUAL BEING RATED AND IN THE INTEREST OF THE GOVERNMENT, THE IMPORTANCE OF CAREFULLY PREPARED AND ACCURATE EFFICIENCY REPORTS CANNOT BE OVERSTRESSED. THE FOLLOWING BASIC PRINCIPLES OF RATING SHOULD ALWAYS BE KEPT IN MIND:

A. ALWAYS BASE YOUR JUDGMENT ON:

(1) WHAT YOU HAVE OBSERVED THE INDIVIDUAL DO OR FAIL TO DO.

(2) STRIKING INCIDENT.

(3) FACT UNDER CONSIDERATION.

USED TO RATE ALL CIVILIAN EMPLOYEES. BUT REPORTING OFFICERS SHOULD BEAR IN MIND THAT DIFFERENT STANDARDS PREVAIL IN DIFFERENT ASSIGNMENTS WHEREAS IT IS NECESSARY, FOR EXAMPLE, THAT AN INTELLIGENCE OFFICER POSSESS INITIATIVE, THIS SAME TRAIT IS NOT ALWAYS DESIRABLE, EXCEPT IN A MINOR WAY, FOR A TYPIST. THE RATINGS AND EVALUATIONS SHOULD BE IN REFERENCE TO THE JOB - THE ACTUAL WORK ASSIGNMENT FOR WHICH THE PARTICULAR EMPLOYEE IS BEING PAID. EVERY EFFORT SHOULD BE MADE TO ARRIVE AT A JUST ESTIMATE OF THE QUALITIES OF THE PERSON REPORTED ON FOR THE PERIOD COVERED BY THE REPORT. AVOID EXAGGERATIONS AND SUPERLATIVES. THEY DETRACT FROM THE VALUE OF A REPORT AND ARE UNFAIR TO OTHERS.

B. BIASED OPINIONS BASED ON PERSONAL LIKES AND DISLIKES MUST BE SCRUPULOUSLY AVOIDED. IT SHOULD BE BORNE IN MIND THAT THE PREPARATION OF EFFICIENCY REPORTS IS AN IMPORTANT FUNCTION OF ALL SUPERVISORS OF EMPLOYEES, AND THE ACCURATE AND TRUE EVALUATIONS EXPRESSED THEREIN ARE A DIRECT REFLECTION UPON HIS OWN ABILITY AND QUALIFICATION FOR THE POSITION HE HOLDS.

C. NO REPORTS WILL BE RENDERED COVERING PERIODS OF LESS THAN 60 DAYS OBSERVED SERVICE.

4. REPORTS WILL NORMALLY BE CLASSIFIED CONFIDENTIAL; HOWEVER, THE CLASSIFICATION MAY BE RAISED IF DEEMED ADVISABLE BY RATING OFFICER.

5. REPORTS WILL NEVER BE SHOWN TO THE EMPLOYEE REPORTED ON.

DISPOSITION OF REPORTS

1. REPORTS WILL BE FORWARDED TO THE APPROPRIATE BRANCH CHIEF IN WASHINGTON HEADQUARTERS WITHIN TEN (10) DAYS AFTER THE CLOSE OF THE REPORTING PERIOD.

2. IF THE REPORTING OFFICER IS THE CHIEF OF STATION, REPORTS WILL BE FORWARDED BY HIM TO THE APPROPRIATE BRANCH CHIEF IN WASHINGTON HEADQUARTERS.

3. IF THE REPORTING OFFICER IS NOT THE CHIEF OF STATION, THE REPORT WILL BE REFERRED TO THE NEXT IN COMMAND FOR REVIEW AND FINALLY TO THE CHIEF OF STATION FOR FORWARDING TO WASHINGTON HEADQUARTERS.

4. UPON RECEIPT OF REPORT IN WASHINGTON HEADQUARTERS, THEY WILL BE REVIEWED BY THE BRANCH CHIEFS PROMPTLY AND THEN REFERRED TO THE ASSISTANT EXECUTIVE FOR PERSONNEL FOR RETENSION IN THE PERSONNEL FILE OF THE EMPLOYEE.

A. IF A CHANGE OF PERSONAL STATUS IS REPORTED UNDER SECTION 6, ONE COPY OF SUCH REPORT WILL BE DETACHED AND SENT TO THE SECURITY OFFICE.

ANY DESIRED REMARKS OF REVIEWING OFFICER AND/OR CHIEF OF STATION

relations, however, he has scored great success and was the subject of a special commendatory letter written by the new Ambassador, Honorable Walter Donnelly, to the Department of State. His report writing is precise and clear but tends to be inclusive of too much detail. In this respect it is felt that he is following the practice of his previous employment with the FBI and that his training in the methods of our own organization was insufficient inasmuch as he departed for his post before full completion of the training course. A temporary assignment in Washington would be profitable to him in order to get the spirit and methods of revised intelligence operations and reporting.

He is a Chief of Station which this Branch particularly desires; and if he wishes to remain at his present post on termination of his contract, it is recommended that he be so reassigned inasmuch as he has developed a keen personal interest and corresponding knowledge of this very important area.

J. G. Liddy

14-00000

Statement re Change in Number of
Dependents:

I hereby certify that on 18 July, 1947,
there was born to me and my wife a son,
the name of whom has been previously
furnished to Washington.

CHIEF OF STATION

3. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, LIST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED.

| 4. PROFICIENCY IN FOREIGN LANG. | READING | | | SPEAKING | | | UNDERSTANDING | | |
|---------------------------------|---------|------|------|----------|------|------|---------------|------|------|
| | YES | GOOD | FAIR | YES | GOOD | FAIR | YES | GOOD | FAIR |
| SPANISH | ✓ | | | | ✓ | | | ✓ | |
| | | | | | | | | | |
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| | | | | | | | | | |
| | | | | | | | | | |

5. MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS: (IF IN US-50 STATE)
TYPE OF DUTY LOCATION

NO PREFERENCE EXCEPT THAT
IT BE FOREIGN

(LIST ONE OR MORE IN ORDER OF PREFERENCE)

6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATER?

MARITAL STATUS ☒ YES ☐ NO NUMBER OF DEPENDENTS ☒ YES ☐ NO EMERGENCY ADDRESSEE ☒ YES ☐ NO LEGAL ADDRESS ☒ YES ☐ NO

IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HERETO. IN THE CASE OF MARRIAGE, THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

1 June 1947 ¹³¹ Buck D. O'Neil

SIGNATURE OF EMPLOYEE

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT OCCASION FOR REPORT
DATE FROM DATE TO ANNUAL ☐ REASSIGNMENT OF ☐ PROPOSED REASSIGNMENT ☐ COVERING INITIAL 90 ☐
REPORTING OFFICER OF EMPLOYEE REPORTED ON DAYS OF EMPLOYMENT

8. IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES? ☒ YES ☐ NO IS EMPLOYEE BETTER QUALIFIED ☒ YES ☐ NO FOR OTHER DUTIES?

IF SO, WHAT DUTY OR DUTIES *Chief of
Larger station or of Wash
at O'Neil's department*

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 21? ☒ YES ☐ NO IF NO, EXPLAIN IN SECTION 11
HAS EMPLOYEE STRIVEN FOR ☒ YES ☐ NO DO YOU RECOMMEND EMPLOYEE ☒ YES ☐ NO IF SO, TO WHAT GRADE AND FOR WHAT POSITION?
PROFESSIONAL IMPROVEMENT? FOR PROMOTION? *C-4 F-13 - Chief of Station*

9. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK 'NOT OBSERVED' ON ANY QUALITY WHEN APPROPRIATE.

| RATING FACTORS | NOT OBSERVED | UNSATISFACTORY | FAIR | GOOD | VERY GOOD | EXCEL- LENT | OUT- STAND- ING |
|--|-----------------|----------------|------|------|--------------|----------------|-----------------------|
| A. ABILITY TO WORK AND GET ALONG WITH PEOPLE | | | | | | | ✓ |
| B. INTEREST AND ENTHUSIASM IN WORK | | | | | | | ✓ |
| C. SECURITY CONSCIOUSNESS | | | | | | ✓ | |
| D. ABILITY TO GRASP INSTRUCTIONS AND PLANS | | | | | | ✓ | |
| E. ATTENTION TO DUTY | | | | | | | ✓ |
| F. JUDGMENT AND COMMON SENSE | | | | | | ✓ | |
| G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE | | | | | | ✓ | |
| H. DISCRETION | | | | | | ✓ | |
| I. INITIATIVE | | | | | | | ✓ |
| J. ABILITY TO HANDLE AND DIRECT PEOPLE | | | | | | | ✓ |
| K. PERFORMANCE OF PRESENT DUTIES (ITEM 2) | | | | | | ✓ | |
| L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION | | | | | | | ✓ |
| M. TACT | | | | | | ✓ | |
| N. SAGACITY (NON-SULLIBILITY) | | | | | | | ✓ |
| O. LEADERSHIP | | | | | | ✓ | |
| P. PHYSICAL STAMINA | | | | | | ✓ | |
| Q. MENTAL STAMINA | | | | | | ✓ | |

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU:
DEFINITELY ☐ PREFER NOT ☐ BE SATISFIED ☐ PARTICULARLY ☒
NOT WANT HIM? TO HAVE HIM? TO HAVE HIM? TO HAVE HIM? DESIRE HIM?

11. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND/OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT.

*This officer is one of our best chiefs of station. He has
broad experience, sound judgment, excellent appearance
and a good personality. He has ability, industry and
discretion. He commands respect and is well liked by
the organization. He is a little overbearing in
jeopardy, but not to the point of being overbearing. He
is a good judge of his long-term productivity and
has not lost sight of it.*

(IF ADDITIONAL SPACE IS NEEDED ATTACH EXTRA SHEET)

1 August 1947
(IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT
CONCUR WITH THIS REPORT, EXCEPTIONS WILL BE STATED
IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF)

Richard B. Luddy
SIGNATURE OF REPORTING OFFICER

SIGNATURE OF REVIEWING OFFICER

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

CONFIDENTIAL

**ELECTION, DECLINATION, OR WAIVER
OF LIFE INSURANCE COVERAGE**
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

**IMPORTANT
AGENCY INSTRUCTIONS
ON BACK OF ORIGINAL**

TO COMPLETE THIS FORM—

1

FOLLOW THESE GENERAL INSTRUCTIONS:

- Read the back of the "Duplicate" carefully before you fill in the form.
- Fill in **BOTH COPIES** of the form. Type or use ink.
- Do not detach.

2

FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):

| NAME (last) | (first) | (middle) | DATE OF BIRTH (month, day, year) | SOCIAL SECURITY NUMBER |
|--------------------------------|---------|-----------|----------------------------------|------------------------|
| O'NEAL | BIRCH | DILLWORTH | JUNE 1, 1913 | |
| EMPLOYING DEPARTMENT OR AGENCY | | | LOCATION (City, State, ZIP Code) | |

HAVE YOU EVER BEFORE FILED AN "ELECTION, DECLINATION, OR WAIVER OF LIFE INSURANCE COVERAGE"? ☒ YES ☐ NO
If "YES," your last such form remains in effect and you should not file this new form unless you want to change the old one. (See Instructions for Employees on page 4)

3

MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):

Mark here
if you
WANT BOTH
optional and
regular
insurance

☐
(A)

ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE

I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

Mark here
if you
DO NOT WANT
OPTIONAL but
do want
regular
insurance

☒
(B)

DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE

I decline the \$10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.

Mark here
if you
WANT NEITHER
regular nor
optional
insurance

☐
(C)

WAIVER OF LIFE INSURANCE COVERAGE

I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

4

**DATE AND SIGN. RETURN THE ENTIRE FORM TO
YOUR EMPLOYING OFFICE.**

SIGNATURE (do not print)

Birch D. O'Neal

DATE

December 2, 1968

FOR EMPLOYING OFFICE USE ONLY

(official receiving date stamp)

PERSONNEL
OFFICE OF

DEC 3 11 13 AM '68

PERSONAL AFFAIRS
BRANCH

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

**STANDARD FORM No. 176
APRIL 1968
FPM Supplement 670-1**

SECRET

**ELECTION, DECLINATION, OR WAIVER
OF LIFE INSURANCE COVERAGE**
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

**IMPORTANT
AGENCY INSTRUCTIONS
ON BACK OF ORIGINAL**

TO COMPLETE THIS FORM—

1

FOLLOW THESE GENERAL INSTRUCTIONS:

- Read the back of the "Duplicate" carefully before you fill in the form.
- Fill in BOTH COPIES of the form. Type or use ink.
- Do not detach any part.

2

FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):

NAME (last) (first) (middle) DATE OF BIRTH (month, day, year) SOCIAL SECURITY NUMBER
O'NEAL BIRCH DILWORTH JUNE 1, 1913 258 05 6267
 EMPLOYING DEPARTMENT OR AGENCY LOCATION (City, State, ZIP Code)
Serial # 058553

3

MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):

Mark here
if you
WANT BOTH
optional and
regular
insurance



ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE

I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

Mark here
if you
DO NOT WANT
OPTIONAL but
do want
regular
insurance



DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE

I decline the \$10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.

Mark here
if you
WANT NEITHER
regular nor
optional
insurance



WAIVER OF LIFE INSURANCE COVERAGE

I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

4

**SIGN AND DATE. IF YOU MARKED BOX "A" OR "C",
COMPLETE THE "STATISTICAL STUB." THEN RETURN
THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.**

SIGNATURE (do not print)

Birch D. O'Neal

DATE

February 16, 1968

FOR EMPLOYING OFFICE USE ONLY

(official receiving date stamp)

OFFICE OF PERSONNEL
FEB 23 8 42 AM '68

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

SECRET

STANDARD FORM No. 176-T
JANUARY 1968
(For use only until April 14, 1968;
176-101)

SECRET
EYES ONLY

21 OCT 1955

MEMORANDUM FOR: Secretary, Clandestine Services Career
Service Board

SUBJECT : Promotion to GS-16 - Birch D. O'NEAL

1. Mr. O'Neal is our only candidate for promotion to GS-16. He supervises and performs important and complex counterintelligence duties which relate to the interests of the intelligence community.

2. Mr. O'Neal is a superior counterintelligence officer whose experience dates back to his service with the FBI during which time he was stationed in South America for three years. Since entering on duty with CIC in February 1947 he has been COS in Caracas and Mexico. Mr. O'Neal has been Chief, Special Investigation Group since February 1955.

J. Angleton

James Angleton
Chief, Counter Intelligence Staff

SECRET
EYES ONLY



SECRET
CENTRAL INTELLIGENCE AGENCY
WASHINGTON 25, D. C.

OFFICE OF THE DIRECTOR

5 JAN 1956

MEMORANDUM FOR: Birch D. O'Neal

SUBJECT: Notification of Membership in the Career Staff

1. On behalf of the Director of Central Intelligence, it gives me pleasure to inform you that your application for membership in the Career Staff has been accepted by the CIA Selection Board. The effective date of your membership is 1 July 1954.

2. Please indicate that you have received this notification by signing in the space provided below and return it to the Head of your Career Service. He will forward it to the Executive Director of the CIA Selection Board.

3. Because your membership in the Career Staff is classified information, it is necessary that this notification be conveyed to you in this manner. The application for membership which you signed has been endorsed on behalf of the Director of Central Intelligence by the Executive Director of the CIA Selection Board and placed in your permanent Official Personnel Folder.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE

Harrison G. Reynolds
Chairman, CIA Selection Board

Noted:

Date: 11 JAN 56

Career Staff
Office of Personnel

3 FEB 1956

STATEMENT OF FEDERAL CIVILIAN AND MILITARY SERVICE

21815108

F I C T I O N

1 FEDERAL CIVILIAN SERVICE (BEGIN WITH THIS AGENCY AND FOLLOW IN REVERSE CHRONOLOGICAL ORDER)

SCD-09-18-38

0.5-20.5%

Total Civilian Service

5512

11 MILITARY SERVICE (INCLUDE ONLY PERIODS OF ACTIVE DUTY; DO NOT INCLUDE TERMINAL LEAVE)

BRANCH OF SERVICE

1990

Total Military Service

ALL CERTIFICATION

I hereby certify that the above Civilian and Military service is complete and accurate to the best of my knowledge. *B. D. O'NEAL*

22 February 1964
DATE

100 B. D. O'NEAL
[Signature]
 SIGNATURE OF EMPLOYEE

IV REMARKS: (CONCERNING ABOVE SERVICE)

OK

as \int_0^1

V FOR PERSONNEL OFFICE USE ONLY

TOTAL CREDITABLE SERVICE

| DAYS | MONTHS | YEARS |
|------|--------|-------|
| 25 | 5 | 1 |

MAY BE CONTINUED ON NON-DETACHABLE REVERSE SIDE

Agreement

AGREEMENT made this 29th day of November, 19 61, effective the 8 day of December, 19 61, by and between the United States of America (hereinafter referred to as the Government), as represented by the Central Intelligence Agency, and O'NEAL, Birch D. (hereinafter referred to as the Employee).

RECITALS

A. The Government desires the services of the Employee for CIA under circumstances requiring the Employee to receive a Foreign Service Staff Corps designation from the Department of State and proposes to send the Employee overseas to Guatemala City, Guatemala for operations in the general area of _____.

B. The Employee desires as an employee of the Government to serve CIA abroad under the supervision and control of the Assistant Director for Special Operations, CIA, (ADSO) and is willing to accept a designation in the Foreign Service Staff Corps with the obligations thereof.

In consideration of the premises, the mutual covenants and promises herein contained, and for other good and valuable considerations, the parties hereto agree as follows:

ARTICLE I. Relationship of Employee to the Department of State. The Employee, in so far as possible, shall abide by all the rules, regulations, and customs of the Foreign Service of the United States which affect personnel of the Foreign Service Staff Corps in order to appear as a normal member of the Foreign Service establishment.

1. The Employee shall rigidly comply with the provisions of Title X, Part A of the Foreign Service Act of 1946, prohibiting officers and employees of the Foreign Service from:

- (a) Wearing uniforms;
- (b) Accepting presents from foreign governments;
- (c) Engaging in business abroad;
- (d) Correspondence on affairs of foreign governments;
- (e) Political, racial, religious, or color discrimination.

2. The Chief of the Foreign Service establishment and certain other key members of his staff will know about the Employee's status and relationship under the terms of the TOP SECRET agreement between the Department of State and CIA. Other personnel may discover that there are certain irregularities in travel orders, position numbers, pay accounts, and other internal administrative procedures of the Foreign Service. Nevertheless, the Employee shall not divulge his relationship to CIA except with the expressed approval of the ADSO. While serving abroad, he shall for normal administration be under the control of the Chief of the Foreign Service establishment to which he is attached, but for operations, including travel as specified below, he shall be under the control of CIA.

3. The travel of the Employee shall be governed as follows:

(a) For temporary duty outside the continental limits of the United States within or beyond the Employee's stipulated area, he shall perform CIA operational travel as directed by the ADSO or his designee with the consent of the Chiefs of the Foreign Service establishment involved. TD travel customary and necessary in the performance of routine Foreign Service Staff functions may be performed without clearance from the ADSO.

(b) For any travel to the United States, either temporary duty or permanent change of station, the Employee shall travel only at the direction of the ADSO after clearance has been arranged through the State Department in Washington.

(c) All travel will be directed and performed in accordance with Foreign Service rules and regulations.

4. Although the Employee's Foreign Service Staff Corps title, location, appointment, Foreign Service class, and other pertinent information may be published in the Foreign Service list and other publications of the Department of State, such listings shall not affect his employment and the obligations and duties stipulated in this contract.

5. All payments to be made under this contract, including reimbursement for travel expenses, shall be made to the Employee by the Department of State except payments referred to in ARTICLE II, Section 4.

ARTICLE II. Relationship of Employee to CIA. Although for all intents and purposes it will appear as though the Employee is employed by the Department of State as indicated in ARTICLE I above, he shall in fact be employed by and under the operational control of CIA. In so far as possible, he will be expected to abide by the rules, regulations, customary practices, and courtesies of the Foreign Service, but his ultimate responsibility will be to CIA. In the event of any conflict of authority in the field between the Department of State and CIA, the matter shall be referred to the ADSO for resolution.

1. The line of authority for the Employee shall be as follows:

- (a) Senior Representative of OSO at Foreign Service establishment.
- (b) OSO Foreign Branch Chief in Washington.
- (c) Chief of Operations, OSO.
- (d) ADSO
- (e) Director of CIA.

2. All travel shall be directed by the ADSO in accordance with ARTICLE I, Section 3. The Employee shall request appropriate Foreign Service clearance for travel through the Senior OSO Representative at the Foreign Service establishment, who shall be responsible for arranging such clearance.

3. It is understood and agreed that the Employee's overseas assignment is to be for a minimum period of two years from the date of his arrival at his overseas post of duty, unless terminated by the Government for its convenience. If the assignment is terminated in less than twenty-four months at the Employee's request, the following shall prevail:

(a) If the Employee resigns in less than twelve months from the date of his arrival at his overseas post of duty, he shall reimburse CIA for all travel expenses involved in the transportation of himself, his immediate family, household goods, and personal effects to the foreign station, and pay all such expenses for return to the United States. Such expenses for return to the United States and amounts expended by the Government on account of such travel and transportation shall be considered a debt due by the Employee to the United States.

(b) If the Employee desires to terminate between the twelfth and twenty-fourth month from the date of his arrival at his overseas post of duty, he shall pay all expenses for the travel and transportation of himself, his immediate family, household goods, and personal effects to the United States.

4. If deemed necessary by CIA, the Employee may be reimbursed or advanced funds for operational expenses. Such amounts must be advanced or reimbursement made in accordance with CIA regulations, which require a full accounting of the amounts expended by the Employee. Therefore, the Employee will be required to account fully for any such funds advanced or reimbursed in accordance with CIA regulations.

ARTICLE III. Overseas Allowances and Transportation Expenses. When specifically authorized by the ADSO, the expenses of travel and transportation of the Employee, his immediate family, household goods and effects, including personally owned automobile and other allowances, will be paid the Employee in accordance with the Foreign Service Act of 1946 and regulations issued thereunder by the Department of State. When authorized by the ADSO, the Employee shall be paid a quarters allowance, cost of living allowance, or special foreign living allowance in accordance with the Foreign Service Act of 1946 and regulations issued thereunder. The amount of quarters and cost of living allowances and the special foreign living allowance is set forth in Bureau of the Budget Circular A-8, which is amended periodically to reflect adjustments in price indexes. Therefore, such allowances will be subject to change, and the amounts paid will vary according to Budget Circular A-8.

ARTICLE IV. Annual and Sick Leave. The Employee shall be permitted annual leave, sick leave, and leave of absence in accordance with Title IX, Part D of the Foreign Service Act of 1946. Under such Act, the Employee may be granted not to exceed sixty calendar days annual leave of absence with pay in each year. Annual leave which the Employee may receive and which is not used in any one year shall be accumulated for succeeding years until it totals 180 days. Sick leave with pay may be granted to the Employee at the rate of fifteen calendar days each calendar year and may be accumulated for succeeding years until it totals 120 days.

1. If the Employee is transferred from another Government Agency to this position, any annual or sick leave standing to his credit in such Agency, may be transferred, if appropriate, in accordance with E. O. 9837, 27 March 1947, issued pursuant to Section 935 of the Foreign Service Act of 1946.

ARTICLE V. Return to the United States. The Employee shall be ordered to the United States on leave of absence or permanent change of station upon completion of two years continuous service abroad or as soon as possible thereafter.

ARTICLE VI. Retirement. The Employee occupies a position within the purview of the Civil Service Retirement Act. Accordingly, deductions shall be made at the rate provided by law (presently ~~5%~~ from the Employee's basic salary and placed in the Civil Service Retirement Fund. The Employee may not avail himself of the provisions of the Foreign Service Retirement and Disability System, provided for in Title VIII of the Foreign Service Act of 1946.

ARTICLE VII. Medical Care and Hospitalization. In the event of illness or injury to the Employee requiring hospitalization not the result of vicious habits, intemperance, or misconduct on his part, and incurred in the line of duty while assigned abroad, the expenses of treatment of such illness or injury at a suitable hospital or clinic, ~~or~~ transportation expenses to such hospital or clinic may be paid by the Government in accordance with Title IX, Part E of the Foreign Service Act of 1946. Under appropriate regulations, a physical examination of the Employee will be made, together with necessary inoculations, or vaccinations, or the expense thereof will be paid to the Employee.

1. In the event of the death or disability of the Employee, the Employee or his dependents shall be afforded the benefits of the United States Employees' Compensation Act of 7 September 1916, as amended.

ARTICLE VIII. Equipment. The Employee may be furnished technical equipment and supplies to assist in the rendition of services hereunder, including an automobile where necessary. The Employee shall be responsible for such equipment and supplies issued to him by CIA in accordance with CIA Property Regulations. All such material shall remain the property of the Government regardless of any apparently conflicting ownership or the manner of registration.

ARTICLE IX. Salary. The Employee shall receive a basic salary of \$8481.00 (FCS-3) per year in accordance with Section 415 of the Foreign Service Act of 1946. In-class promotions shall be granted to the Employee in accordance with regulations established in the Department of State pursuant to Title VI, Part E, Section 642 of the Foreign Service Act of 1946. Other changes in status will be made only as specifically authorized by the ADSO.

ARTICLE X. Continuance of Pay and Allowances. If the Employee is determined by CIA to be absent in a status of "Missing", "Missing in Action", "Interned in a Neutral Country", "Captured by an Enemy", "Beleaguered", or "Besieged", he shall for the period he is determined to be in any such status be entitled to receive or to have credited to his account the same pay and allowances to which he was entitled at the beginning of such period of absence. Continuance of pay and allowances as specified above shall be as prescribed in the Missing Persons Act of 1942 (50 U.S.C.A. App 1001-1015, 7 March 1942).

ARTICLE XI. General. The Employee shall comply with the following provisions, and violation thereof by the Employee shall be deemed a breach of this contract.

1. In participating in the programs and activities of any private organization, the Employee shall make it clear that the Department of State has no official connection with such organization and that it does not sponsor or sanction the viewpoints which he may express. In general, his relations with private organizations shall be governed by applicable Foreign Service Regulations.

2. Neither the Employee nor the members of his family shall act as correspondents for American or foreign newspapers, press syndicates, or associations unless special authorization has been obtained in advance from the ADSO. He shall not write for publication any article or other manuscript on political or controversial subjects. Articles or manuscripts on nonpolitical or noncontroversial subjects shall be submitted to the ADSO for review and approval prior to their submission to a publisher.

3. Neither the Employee nor members of his family shall correspond privately on personnel or other official matters with members of Congress, or officers in the Department of State, CIA, or other Governmental agencies.

4. Members of the Employee's family shall not be employed in the same Foreign Service office except during grave emergencies or when special authorization has been obtained in advance of employment from both the Department of State and CIA.

5. Before contracting marriage with a person of foreign nationality, the Employee shall request and obtain permission from the appropriate officials in both the Department of State and CIA. Any such marriage with an alien without obtaining advance permission shall be deemed a breach of this contract and shall result in termination of service with the Government.

6. In the event the Employee desires to resign from the service overseas, he shall submit a written resignation addressed to the ADSO, who will take appropriate steps to clear the matter with the Department of State.

ARTICLE XII. Security. This contract contains information affecting the national defense of the United States within the meaning of the Espionage Act (50 U.S.C. 31 and 32, as amended). Its transmission or the revelation of its contents in any manner to an unauthorized person is prohibited by law. Violation of this ARTICLE or any security agreement signed by the Employee with the Government shall result in immediate disciplinary action, which may include suspension, separation from Government service, and may subject the Employee to criminal prosecution under the Espionage Act.

1. The termination of this contract will not release the Employee from the provisions of any security oaths which he may be required to take by CIA.

2. The Employee shall not publish, transmit, or divulge in any manner, information received by him as the result of his employment by the Government under this contract without specific written authority from the Director, CIA.

ARTICLE XIII. Orders and Directives. Orders and Directives received by the Employee from competent authority, including instructions received in briefing and training, shall be complied with by the Employee. No promises or commitments to the Employee of any nature whatsoever, beyond and in addition to the terms hereof, shall be binding on the Government unless and until such promise or commitment is reduced to writing and approved by an authorized official of CIA, and such writing placed with this contract thereby becoming an amendment hereto.

ARTICLE XIV. Amendments. The Government may at any time amend this contract and may terminate this contract upon thirty day prior notice to the Employee. If the Government proposes to amend this contract by reducing the salary provided for in ARTICLE IX (including class promotions, or other authorized increases, if any) and such reduction is unacceptable to the Employee, resignation by the Employee for such reason shall be considered as a termination of this contract for the convenience of the Government. Where the Employee is directed to proceed to a new post on a permanent change of station by the ADSO, this contract will be deemed to have been amended to the extent of such change.

ARTICLE XV. Special Provisions. The following special provisions shall apply to the Employee under this contract:

Part (a) of Section 3 of ARTICLE II shall not apply to employees who have served in a departmental position with CIA or who have served an overseas tour of duty with CIA, and in such case, part (b) of Section 3 of ARTICLE II shall be deemed amended to read as follows: "(b) If the Employee desires to terminate or return to the United States prior to the expiration of twenty-four months from the date of his arrival at his overseas post of duty, he shall pay all expenses for the travel and transportation of himself, his immediate family, household goods and personal effects to the United States."

ARTICLE IX does not apply. The employee shall receive an annual salary of \$9600.00 (GS-14), and, during the period of official duty overseas shall receive allowances based on such annual salary (including ~~xxxxxxxxxxxx~~ subsequent increases) computed in accordance with applicable Foreign Service Regulations. Initially, the sum of \$3481.00 per annum ~~xxxxxx~~ (FSC-3) (plus in-class or class promotions) directly by the Department of State. The difference between the authorized CIA salary and the salary paid by the Department of State, plus the difference, if any, between ~~xxxxxxxx~~ allowances based on the authorized CIA salary and the allowances based on salary payments by the Department of State and paid by them, shall be paid to the employee in accordance with his written instructions.

A lump sum payment for annual leave is to be paid up to 2 December 1961. Sick leave is to be held in escrow until such time as subject reverts back to GS-status, at which time, accrued sick leave will be credited.

In the event any of the provisions in this Article are inconsistent with the provisions of any other Article in this contract, the provisions of this Article XV, shall govern and be determinative of the rights and obligations under this contract.

UNITED STATES OF AMERICA

WITNESS



BY:

A. C. Clisbee
~~INTERCOMPARISON DIVISION~~
CHIEF, PERSONNEL DIVISION (C)
Burch D. Neal
(Employee)

~~DEPARTMENT OF STATE~~
CHIEF, OVERSEAS SECTION

APPROVED:

Chief of Operations

Assistant Director for
Special Operations

CENTRAL INTELLIGENCE AGENCY
Washington 25, D. C.

ER 2-2961a

Office of the Director

19 October 1951

MEMORANDUM FOR: ASSISTANT DIRECTOR FOR OPERATIONS
ASSISTANT DEPUTY, INSPECTION & SECURITY

SUBJECT: Appreciation for Work of CIA Personnel

1. It is a pleasure to forward the attached memorandum from Major General Ralph J. Canine, Director, Armed Forces Security Agency.

2. Please express my personal appreciation to each of the individuals mentioned therein for their excellent cooperation in connection with this operation.

/s/

WALTER B. SMITH
Director

Enclosure -
Memo dtd 12 Oct 51

COPY

DEPARTMENT OF DEFENSE
Armed Forces Security Agency
Washington 25, D. C.

F. L. G.

In reply refer to

Serial: 1691

12 October 1951

MEMORANDUM FOR THE DIRECTOR OF CENTRAL INTELLIGENCE

SUBJECT: Appreciation of Work of CIA Personnel

1. Between 1 August and 15 August 1951, in support of a special Armed Forces Security Agency operation, [redacted] Mr. Birch O'Neill, [redacted] and [redacted] executed their additional assigned duties in an efficient and admirable manner. They consistently demonstrated initiative, interest, and a spirit of cooperation which assured the success of this operation.

2. I am gratified by this further demonstration of support of the Armed Forces Security Agency by the Central Intelligence Agency and I should be grateful if you would express to these gentlemen my appreciation of a job well done.

/s/

RALPH J. CANINE
Major General, US Army
Director, Armed Forces Security Agency

COPY

APPOINTMENT AFFIDAVITS

IMPORTANT.—Before swearing to these appointment affidavits, you should read and understand the attached information for appointees

CIA

(Department or agency)

(Bureau or division)

(Place of employment)

I, BIRCH D. O'NEAL, do solemnly swear (or affirm) that—

A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, **SO HELP ME GOD.**

B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I a member of any organization that advocates the overthrow of the Government of the United States by force or violence or other unconstitutional means or seeking by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) I will not so advocate, nor will I become a member of such organization during the period that I am an employee of the Federal Government.

C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not, while a Government employee, become a member of such an organization.

D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not paid, or offered or promised to pay, any money or other thing of value to any person, firm or corporation for the use of influence to procure my appointment.

E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers given in the Declaration of Appointee on the reverse of this form are true and correct.

2 October 1951
(Date of entrance on duty)

Birch D. O'Neal
(Signature of appointee)

Subscribed and sworn before me this 2 day of October, A. D. 1951,

at WASHINGTON, D. C.
(City) (State)

[SEAL]

Robert W. White
(Signature of officer)

(Title)

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Answer all questions. Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

| | | | |
|--|--|---|-------------------------------------|
| 1. PRESENT ADDRESS (street and number, city and State) 4703 CRESCENT ST. N.W. WESTCHESTER, MD. | | | |
| 2. (A) DATE OF BIRTH 1 JUNE 1913 | (B) PLACE OF BIRTH (city or town and State or country) RAINERIDGE, GEORGIA | | |
| 3. (C) IN CASE OF EMERGENCY PLEASE NOTIFY MRS. BIRCHARD O'NEAL | (D) RELATIONSHIP WIFE | (E) STREET AND NUMBER, CITY AND STATE 4703 CRESCENT ST. N.W. WESTCHESTER, MD. | (F) TELEPHONE NO. OL-0221 |
| 4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (EITHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | | |

| NAME | POST OFFICE ADDRESS (Give street number, if any) | (1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED | RELATIVE SHIP | MAR- RIED (Check one) | SINGLE |
|------|---|---|------------------|-----------------------------|--------|
| | | 1. | | | |
| | | 2. | | | |
| | | 3. | | | |
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| | | 2. | | | |
| | | 3. | | | |

| INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN | YES | NO | ITEM NO. | 10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS <small>WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY</small> |
|--|-----|----|----------|---|
| 5. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES? | X | | | |
| 6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? <i>If your answer is "Yes", give details in Item 10.</i> | | X | | |
| 7. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? <i>If your answer is "Yes", give in Item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 5 years' service; amount of retirement pay, and under what retirement act; and rating, if retired from military or naval service.</i> | | X | | |
| 8. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT HAVE YOU BEEN DISCHARGED OR FORWARDED TO REFORM, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? <i>If your answer is "Yes", give in Item 10 the name and address of employer, date and reason in each case.</i> | | X | | |
| 9. HAVE YOU BEEN ARRESTED (NOT INCLUDING TRAFFIC VIOLATIONS FOR WHICH YOU WERE FINED \$25 OR LESS, OR FORTY DOLLARS LATERAL OF 15 OR LESS) SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT? <i>If your answer is "Yes", list all such cases under Item 10. Give in each case: (1) The date, (2) the nature of the offense or violation, (3) the name and location of the court, (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.</i> | | X | | |

INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whom the foregoing certificate is made shall determine to his own satisfaction that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations and acts of Congress pertaining to appointment.

This form should be checked for holding of office, pension, suitability in connection with any record of recent discharge or arrest, and particularly for the following:

(1) **Identity of appointee**—It is the duty of the appointing officer to guard against impersonation and to determine beyond reasonable doubt that the appointee is the same person whose appointment was authorized. The appointee's signature and handwriting are to be compared with the application and other pertinent papers. If the appointee qualified in a written examination, the signature on this form should be compared with the signature on the declaration sheet, which was signed in the examination room. If a physical appearance may be checked against the medical certificate. The appointee may also be questioned on his personal history for agreement with the previous statements.

(2) **Age**—If definite age limits have been established for the position, it should be determined that applicant is not outside the age range for appointment. Until such determination is made, the appointment may not be consummated.

(3) **Citizenship**—The appointing officer is responsible for observing the citizenship provisions of (1) the Civil Service Rules and (2) appropriation acts. Form 61 constitutes an affidavit for both purposes and is acceptable proof of citizenship status in the absence of conflicting evidence. In doubtful cases the appointment should not be consummated until clearance has been secured from the certifying officer of the Civil Service Commission.

(4) **Members of Family**—Section 9 of the Civil Service Act provides that whenever there are already two or more members of a family serving under probational or permanent appointment in the same line of service, no other member of such family is eligible for probational or permanent appointment in the competitive service. The appointments of persons entitled to veteran preference are not subject to this restriction. The members of family provision does not apply to temporary appointments. Doubtful cases may be referred to the appropriate office of the Civil Service Commission for its action.

APPOINTMENT AFFIDAVITS

INFORMATION FOR APPOINTEE

NOTE.—Before he can be appointed, an applicant for a Federal position must meet certain requirements over and above the requirement that he be able to do the work he is employed to do. On the attached form you are to swear (or affirm) that you meet these requirements. In addition, there are certain restrictions upon your conduct as a Federal employee. They are set forth on this sheet. You should familiarize yourself with these restrictions and be guided by them. *Detach this portion of the form and retain it for your information and guidance.*

I. INFORMATION ABOUT APPOINTMENTS

Persons selected from competitive registers will receive either a temporary or a probational appointment.

For persons receiving a probational appointment, the first year of service is a probationary period unless a shorter period is fixed for the position by the Civil Service Commission. Satisfactory completion of probation is required for absolute appointment.

The completion of probation is required when a person who is reinstated or transferred has not previously completed a probationary period.

Persons receiving probational appointments are included under the Civil Service Retirement Act.

Appointments specifically limited to 1 year or less are usually considered temporary appointments.

For excepted appointments, a trial period may be required at the discretion of the employing agency.

II. MEMBERS-OF-FAMILY RESTRICTION

Except for persons entitled to veteran preference, no person may be probationally appointed to a position in the competitive service if there are two or more members of his family already serving in the competitive service under probational or permanent appointments. A family is defined by the Attorney General as persons who live under the same roof with the head of the family and form part of his household. When they branch out and become heads of new establishments, they cease to be part of the old family. Minors do not establish another family merely by living at an address different from that of their parents. An appointment is illegal if the appointee is disqualified by the members-of-family restriction.

III. APPOINTMENTS ARE SUBJECT TO INVESTIGATION

All probational appointments, reappointments, reinstatements, conversions to competitive appointments, inter-agency transfers, and certain temporary appointments are "subject to investigation" for an 18-month period. During this period, the Civil Service Commission has authority to instruct an agency to separate an employee for any of the reasons given below except that the Commission's authority is not limited by the 18-month period in cases described under Items 4, 5, and 8 below. The condition "subject to investigation" expires automatically at the end of 18 months of service unless an appeal on loyalty matters is pending. However, an employing agency may remove an employee for any of the reasons given below at any time.

Any of the following reasons constitutes sufficient cause for the removal of an employee from the service:

1. Conduct or capacity of such a nature that removal will promote the efficiency of the service.
2. Physical or mental unfitness for the position he holds.
3. Criminal, infamous, dishonest, immoral, or notoriously disgraceful conduct.
4. Establishment of the fact that the employee has made intentional false statements or engaged in deception or fraud in examination or appointment.
5. Refusal to furnish testimony to the Civil Service Commission or its authorized representatives in regard to matters inquired of arising under the Civil Service Act, Rules, and Regulations.
6. Habitual use of intoxicating beverages to excess.
7. Reasonable grounds exist for belief that the person involved is disloyal to the Government of the United States (see Section IV).

8. Any legal or other disqualification which makes the applicant unfit for Federal employment.

IV. SUBVERSIVE ACTIVITY AND AFFILIATION

Section 9A of Public Law 253, 76th Congress, approved August 2, 1959, otherwise known as the "Hatch Act," provides:

"(1) It shall be unlawful for any person employed in any capacity by any agency of the Federal Government, whose compensation, or any part thereof, is paid from funds authorized or appropriated by any act of Congress, to have membership in any political party or organization which advocates the overthrow of our constitutional form of government in the United States.

"(2) Any person violating the provisions of this section shall be immediately removed from the position or office held by him, and thereafter no part of the funds appropriated by any act of Congress for such position or office shall be used to pay the compensation of such person."

Executive Order 9835 of March 21, 1947, provides:

"1. The standard for the refusal of employment or the removal from employment in an executive department or agency on grounds relating to loyalty shall be that, on all the evidence, reasonable grounds exist for belief that the person involved is disloyal to the Government of the United States.

"2. Activities and associations of an applicant or employee which may be considered in connection with the determination of disloyalty may include one or more of the following:

- a. Sabotage, espionage, or attempts or preparations therefor, or knowingly associating with spies or saboteurs;
- b. Treason or sedition or advocacy thereof;
- c. Advocacy of revolution or force or violence to alter the constitutional form of government of the United States;
- d. Intentional, unauthorized disclosure to any person, under circumstances which may indicate disloyalty to the United States, of documents or information of a confidential or nonpublic character obtained by the person making the disclosure as a result of his employment by the Government of the United States;
- e. Performing or attempting to perform his duties, or otherwise acting, so as to serve the interests of another government in preference to the interests of the United States;
- f. Membership in, affiliation with or sympathetic association with any foreign or domestic organization, association, movement, group or combination of persons, designated by the Attorney General as totalitarian, Fascist, Communist, or subversive, or as having adopted a policy of advocating or approving the commission of acts of force or violence to deny other persons their rights under the Constitution of the United States, or as seeking to alter the form of government of the United States by unconstitutional means."

The appointing officer will make available to you the list of organizations proscribed by the Attorney General upon your request.

Various appropriation acts contain a provision prohibiting the use of appropriated funds to pay the salary or wages of any person who advocates, or who is a member of an organization that advocates, the overthrow of the Government of the United States by force or violence. These acts provide that an affidavit shall be considered prima facie evidence that the person making the affidavit does not advocate, and is not a member of an organization that advocates, the overthrow of the Government of the United States by force or violence. These acts provide further that any person who advocates, or who is a member of an organization that advocates, the overthrow of the Government of the United States by force or violence and accepts

employment the salary or wages for which are paid from any such appropriation shall be guilty of a felony, and, upon conviction, shall be fined not more than \$1,000 or imprisoned for not more than 1 year, or both, and that this penalty shall be in addition to, and not in substitution for, any other provisions of law.

The affidavit referred to above is one of those to which you are required to swear (or affirm) on the attached page.

V. STRIKING AGAINST THE FEDERAL GOVERNMENT

Various appropriation acts provide that no part of the funds appropriated therein shall be used to pay the salary or wages of any person who engages in a strike against the Government of the United States or who is a member of an organization of Government employees that asserts the right to strike against the Government. Such acts provide further that any person who engages in a strike against the Government, or who is a member of an organization of Government employees that asserts the right to strike against the Government, and accepts employment the salary or wages for which are paid from any such appropriation, shall be guilty of a felony and, upon conviction, shall be fined not more than \$1,000 or imprisoned for not more than 1 year, or both, and that this penalty shall be in addition to, and not in substitution for, any other provisions of law.

One of the affidavits on the attached page to which you are required to swear (or affirm) pertains to this provision against striking against the Government.

VI. HOLDING STATE OR LOCAL OFFICE

Federal employees are prohibited from accepting or holding an office or position under State, territorial, county, or municipal governments. There are certain specific exceptions. They are published in Civil Service Commission Form 1236. Before any person appointed to the Federal service accepts or continues to hold any office or position under a State or local government, the matter should be presented to the appropriate authorities of the agency in which he is employed for a decision as to whether he properly may accept or continue to hold such office or position.

VII. POLITICAL ACTIVITY

The terms of the act of August 2, 1939 ("Hatch Act"), as amended, prohibit officers and employees in the executive branch of the Federal Government from using official authority or influence for the purpose of interfering with an election or affecting the result thereof. Further, such officers and employees are prohibited from taking any active part in political management or in political campaigns. These prohibitions apply not only to permanent employees, but also to temporary employees, employees on leave of absence with or without compensation, and substitute employees during the period of active employment. Political activity identified with any political party in any election is prohibited.

Some of the forms of forbidden political activity are:

1. Serving on or for any political committee, party, or other similar organization.
2. Soliciting or handling political contributions.
3. Serving as officer of a political club, as member or officer of any of its committees, addressing such a club, or being active in organizing it.
4. Serving in connection with preparation for, organizing, or conducting a political meeting or rally, addressing such a meeting, or taking any other active part therein except as a spectator.
5. Engaging in political conferences while on duty, or canvassing a district or soliciting political support for a party, faction, or candidate.
6. Manifesting offensive activity at the polls, at primary or regular elections, soliciting votes, assisting voters to mark ballots, or helping to get out the voters on registration or election days.
7. Acting as recorder, checker, watcher, or challenger of any party or faction.
8. Serving in any position of election officer, in which partisanship or partisan political management may be shown.
9. Publishing or being connected editorially or managerially with any newspaper generally known as partisan from a political standpoint, or writing for publication or publishing any letter or article, signed or unsigned, in favor of or against any political party or candidate. (Ownership entirely disassociated from editorial control and managerial activities limited entirely to business management would not be regarded as being within this provision.)
10. Becoming a candidate for nomination or election to office, Federal, State, or local, which is to be filled in an election in which party candidates are involved.

11. Distributing campaign literature or material.
12. Initiating or circulating political petitions, including nomination petitions.

13. Assuming political leadership or becoming prominently identified with any political movement, party, or faction, or with the success or failure of any candidate for election to public office.

General statements as to certain activities which are considered as permissible on the part of Federal officers and employees:

1. *Voting.*—The direct language of the law specifically provides that all such persons retain the right to vote as they may choose.

2. *Expression of opinions.*—The right to express political opinions is reserved to all such persons.

NOTE: This reservation is subject to the prohibition that such persons may not take any active part in political management or in political campaigns.

3. *Contributions.*—It is lawful for any officer or employee to make a voluntary contribution to a regularly constituted political organization, provided such contributions are not made in a Federal building or to some other officer or employee within the scope of the act referred to above.

4. *Political pictures.*—It is lawful for any officer or employee to display a political picture in his home if he so desires.

5. *Badges, buttons, and stickers.*—While it is not unlawful for an officer or employee to wear a political badge or button or to display a political sticker on his private automobile (except where forbidden by local ordinance), it is felt that it is inappropriate for any public servant to make a partisan display of any kind while on duty, conducting the public business.

6. *Penalties.*—Persons appointed to positions in the Executive branch of the Federal Government are warned that the penalty for an established violation of the above mentioned political activity prohibitions is immediate removal from the service.

VIII. OFFENSES WHICH ARE PUNISHABLE BY FINE OR IMPRISONMENT

Certain other statutes prohibit Federal officers and employees from engaging in various activities under penalty of fine or imprisonment, or both. The activities prohibited by such statutes relate to such matters as political assessments, political coercion and discrimination, and purchase and sale of office. The text of these statutes is set forth in Civil Service Commission Form 1236.

Some of the activities prohibited under penalty of fine or imprisonment, or both, are as follows:

1. Solicitation or receipt of political contributions by one officer or employee from another.
2. The giving or handing over of a political contribution by one employee to another.
3. Solicitation or receipt of political contributions in a Federal building by any person, whether or not an employee of the Government.
4. Solicitation or receipt by any person of political contributions from any person receiving any benefit under any act of Congress appropriating funds for relief.
5. Solicitation or receipt of anything of value, either for personal reward or as a political contribution, in return for the use of, or the promise to use, influence to secure an appointive office under the United States.
6. Payment, or the offer of payment, for the use of influence in securing an appointive office under the United States.
7. Promising employment, compensation, or other benefit made possible by act of Congress as consideration or reward for political activity.
8. Discrimination by an officer or employee in favor of, or against, another officer or employee on account of political contributions.
9. Depriving any person on account of race, creed, or color, or political activity, of compensation or other benefit made possible by any act of Congress appropriating funds for relief.
10. Disclosure for political purposes of any list or names of persons receiving benefits under an act of Congress appropriating funds for relief and the receipt of such a list for political purposes.

IX. PROHIBITION AGAINST DISCRIMINATION

Appointing officers are required by the Civil Service Rules to act on all personnel matters "solely on the basis of merit and fitness and without regard to political or religious affiliations, marital status, or race."

X. INSTRUCTION OF APPLICANTS

Officers and employees of the Government are prohibited from instructing or teaching with a view to the special preparation of any person for civil-service examinations.

APPOINTMENT AFFIDAVITS

IMPORTANT.—Before swearing to these appointment affidavits, you should read and understand the attached information for appointee

CENTRAL INTELLIGENCE AGENCY

(Department or agency)

WASHINGTON, D. C.

(Bureau or division)

(Place of employment)

I, BIRCH D. O'NEAL, do solemnly swear (or affirm) that—

A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, SO HELP ME GOD.

B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I a member of any organization that advocates the overthrow of the Government of the United States by force or violence or other unconstitutional means or seeking by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) I will not so advocate, nor will I become a member of such organization during the period that I am an employee of the Federal Government.

C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not, while a Government employee, become a member of such an organization.

D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not paid, or offered or promised to pay, any money or other thing of value to any person, firm or corporation for the use of influence to procure my appointment.

E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers contained in my Application for Federal Employment, Form No. 57, dated January 2, 1949, filed with the above-named department or agency, which I have reviewed, are true and correct as of this date with the exceptions noted in the Declaration of Appointee on the reverse of this form. (If no exceptions, write "None" on the Declaration of Appointee.)

Birch D. O'Neal
(Signature of appointee)

Subscribed and sworn before me this 20th day of March, A. D. 1950,

at Washington D. C.
(City) (State)

[SEAL]

Chloe W. Leland
(Signature of officer)
Personnel Clerk
(Title)

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Question 3 is to be answered in all cases, otherwise answer only those questions which require an answer different from that given to the corresponding questions on your application form. If no answers are different, write "NONE" in item 10, below. Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

1. PRESENT ADDRESS (street and number, city and State)
 11703 CRESCENT ST. N.W. WASHINGTON D.C.

2. (A) DATE OF BIRTH
 1 JUNE 1913 (B) PLACE OF BIRTH (city or town and State or country)
 BAIN BRIDGE GEORGIA

3. (A) IN CASE OF EMERGENCY PLEASE NOTIFY
 MRS. BIRCH D. CUNYAL WIFE (B) RELATIONSHIP
 WASHINGTON D.C. (C) STREET AND NUMBER CITY AND STATE
 4103 CRESCENT N.W. (D) TELEPHONE NO.
 06-0321

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (EITHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? ☐ YES ☒ NO

If so, for each such relative fill in the blanks below. If additional space is necessary, complete under item 10.

| NAME | RELATIVE RELATIONSHIP (Give street number, if any) | (1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED | RELATIONSHIP | MARRIED (Check one) | SINGLE |
|------|---|---|--------------|------------------------|--------|
| | | 1. | | | |
| | | 2. | | | |
| | | 3. | | | |
| | | 4. | | | |
| | | 5. | | | |
| | | 6. | | | |
| | | 7. | | | |
| | | 8. | | | |
| | | 9. | | | |
| | | 10. | | | |

| INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN | YES | NO | ITEM NO. | 10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY |
|---|-----|----|----------|--|
| 5. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES? | X | | | |
| 6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? If your answer is "Yes", give details in item 10. | | X | | |
| 7. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? If your answer is "Yes", give in item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 5 years' service; amount of retirement pay, and under what retirement act; and rating, if retired from military or naval service. | | X | | |
| 8. HAVE YOU EVER BEEN DISCHARGED, OR FORCED TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? If your answer is "Yes", give in item 10 the name and address of employer, date, and reason in each case. | | X | | |
| 9. SINCE YOUR 16TH BIRTHDAY, HAVE YOU EVER BEEN ARRESTED, INDICTED OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROSECUTION, OR CONVICTED, FINED OR IMPRISONED OR PLACED ON PROBATION OR SENT TO JAIL FOR VIOLATION OF ANY LAW, POLICE REGULATION OR ORDINANCE (EXCLUDING MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR FORFEITURE OF \$20 OR LESS IS IMPOSED)? If your answer is "Yes", list all such cases under item 10. Give in each case: (1) The date, (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken. | | X | | |

INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whom the foregoing certificate is made shall determine to his own satisfaction that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations and acts of Congress pertaining to appointment.

This form should be checked for holding of office, pension, suitability in connection with any record of recent discharge or arrest, and particularly for the following:

(1) **Identity of appointee.**—The appointee's signature and handwriting are to be compared with the application and/or other pertinent papers. The physical appearance may be checked against the mental certificate. The appointee may also be questioned on his personal history for agreement with his previous statements.

(2) **Age.**—If definite age limits have been established for the position, it should be determined that applicant is not outside the age range for appointment. Until such determination is made, the appointment may not be consummated.

(3) **Citizenship.**—The appointing officer is responsible for observing the citizenship provisions of (1) the Civil Service Rules and (2) appropriation acts. Form 61 constitutes an affidavit for both purposes and is acceptable proof of citizenship status in the absence of conflicting evidence. In doubtful cases the appointing officer should not be consummated until clearance has been secured from the certifying office of the Civil Service Commission.

(4) **Members of Family.**—Section 9 of the Civil Service Act provides that whenever there are already two or more members of a family serving under probationary or permanent appointment in the competitive service, no other member of such family is eligible for probationary or permanent appointment in the competitive service. The appointments of persons entitled to veteran preference are not subject to this requirement. The members of family previously appointed are not subject to this requirement. Doubtful cases may be referred to the appropriate office of the Civil Service Commission for decision.

| | | | | | | | | |
|--|--|---|---|--|--|----------------------|------|----------------|
| FORM 537-14 9-1-48 FORNIA PS-172 | | DEPARTMENT OF STATE APPLICATION TO EMPLOYMENT IN THE FOREIGN SERVICE OF THE UNITED STATES | | BUDGET BUREAU NO. 47-807-1 APPROVED FEBRUARY 28, 1951 THIS SPACE FOR OFFICE USE ONLY | | | | |
| INSTRUCTIONS—Answers to all questions must be typed or printed. All questions must be answered fully. If sufficient space has not been provided for your answer to any question, complete your answer under item # 27. Forward in duplicate. | | | | PREVIOUS <input type="checkbox"/> CARRIED <input type="checkbox"/> ACKNOWLEDGED INDEXED <input type="checkbox"/> INVESTIGATED <input type="checkbox"/> ACTION CODE <input type="checkbox"/> OTHER <input type="checkbox"/> | | | | |
| DATE OF APPLICATION | | SOCIAL SECURITY NUMBER | | POSITION APPLIED FOR | | | | |
| THIS SPACE FOR OFFICE USE ONLY | | 1. NAME (Last) (First) (Middle) (Maiden, if any) | | 7. HAVE YOU EVER BEEN KNOWN BY ANY OTHER NAME? <input type="checkbox"/> YES <input type="checkbox"/> NO IF ANSWER IS "YES", GIVE FULL DETAILS UNDER ITEM #27. | | | | |
| | | O'NEAL, Birch Dilworth | | | | | | |
| | | 12. PERMANENT ADDRESS (Place from which transportation will be authorized if appointed. Street number and name) | | 8. STATE OF WHICH YOU ARE A LEGAL RESIDENT | | | | |
| | | 211 Evans Street, Bainbridge, Georgia | | Georgia | | | | |
| | | 5. PRESENT ADDRESS IF DIFFERENT FROM ABOVE | | PRESENT BUSINESS PHONE | | | | |
| 4703 Crescent Street, N.W. Washington, D.C. | | | | PRESENT HOME PHONE | | | | |
| 6. DATE OF BIRTH (Month, day, year) | | 7. PLACE OF BIRTH (City, state, or country) | | 01-0821 | | | | |
| June 1, 1913 | | Bainbridge, Georgia | | | | | | |
| 8a. IF BORN OUTSIDE U.S. HOW WAS CITIZENSHIP ACQUIRED? | | 8b. IF A NATURALIZED CITIZEN, PLACE, DATE, AND NUMBER OF NATURALIZATION CERTIFICATE | | | | | | |
| | | | | | | | | |
| 9. SEX <input checked="" type="checkbox"/> MALE <input type="checkbox"/> FEMALE | 10. HEIGHT FT. 1 IN. | 11. WEIGHT 185 LBS. | 12. MARITAL STATUS <input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> DIVORCED <input type="checkbox"/> SEPARATED | | | | | |
| 13. WHAT IS THE LOWEST BASE SALARY, EXCLUSIVE OF ALLOWANCES YOU WILL ACCEPT? \$ PER ANNUM | | | | | | | | |
| 14. WHAT RESTRICTIONS ARE THERE IF ANY ON YOUR IMMEDIATE AVAILABILITY FOR DUTY IN ANY PART OF THE WORLD? None | | | | | | | | |
| 15. FULL NAME OF HUSBAND/WIFE (If wife, maiden name) | | | | | | | | |
| Frances Pauly O'Neal, formerly Frances Pauly | | D. DATE OF BIRTH April 30, 1920 | | C. PLACE OF BIRTH (City, state, or country) Glenpool, Oklahoma | | | | |
| 6. IF BORN OUTSIDE U.S. HOW WAS CITIZENSHIP ACQUIRED? | | e. IF NATURALIZED, PLACE, DATE, AND NUMBER OF NATURALIZATION CERTIFICATE. | | | | | | |
| | | | | | | | | |
| 16. DEPENDENTS | | | | | | | | |
| <table border="1"> <tr> <td>Frances Pauly O'Neal</td> <td>wife</td> <td>April 30, 1920</td> </tr> </table> | | | | | | Frances Pauly O'Neal | wife | April 30, 1920 |
| Frances Pauly O'Neal | wife | April 30, 1920 | | | | | | |
| 17. WHICH DEPENDENTS WOULD YOU WISH TO ACCOMPANY YOU ABROAD? All | | | | | | | | |
| 18a. FATHER'S NAME Maston Emmett O'Neal | | D. PLACE OF BIRTH Bainbridge, Ga. | | C. OCCUPATION Lawyer | | | | |
| d. PRESENT ADDRESS 211 Evans Street, Bainbridge, Georgia | | e. IF BORN OUTSIDE U.S. DID FATHER EVER OBTAIN U.S. CITIZENSHIP? <input type="checkbox"/> YES <input type="checkbox"/> NO | | | | | | |
| 19a. MOTHER'S MAIDEN NAME Bessie Matthews | | D. PLACE OF BIRTH Thomaston, Georgia | | C. OCCUPATION IF ANY Housewife | | | | |
| d. PRESENT ADDRESS 211 Evans Street, Bainbridge, Georgia | | e. IF BORN OUTSIDE U.S. DID MOTHER EVER OBTAIN U.S. CITIZENSHIP? <input type="checkbox"/> YES <input type="checkbox"/> NO | | | | | | |
| 20a. CAN YOU TAKE DICTATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO W.P.M. | D. ARE YOU A STENOGRAPHER? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO W.P.M. | C. CAN YOU TYPE BY TOUCH SYSTEM? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO W.P.M. | D. NAME OTHER OFFICE MACHINES YOU OPERATE none | | | | | |

| 21. MILITARY STATUS | | | | | | |
|--|--|--|--|---|-------------------|-----------------------|
| A. IF YOU HAVE BEEN IN THE ARMED FORCES OR IN THE MERCHANT MARINE IN WHAT SERVICE AND BRANCH DID YOU SERVE? (e.g. U.S. Army: Field Artillery) | | | D. SERVICE OR SERIAL NUMBER | | | |
| C. DATE OF ENTRY ON ACTIVE DUTY | | E. DATE ON HONORABLE DISCHARGE OR SEPARATION | | F. DATE OF HONORABLE DISCHARGE OR SEPARATION | | |
| G. RATE OR RANK AT TIME OF DISCHARGE OR SEPARATION | | | H. PRESENT RATE OR RANK IF ON ACTIVE DUTY | | | |
| 22. WHAT PERTINENT FEDERAL CIVIL SERVICE EXAMINATIONS HAVE YOU TAKEN? (Give year, title, and grade received) | | | | | | |
| D. DO YOU HAVE A PERMANENT CIVIL SERVICE STATUS IN THE FEDERAL GOVERNMENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | | E. IF NOW EMPLOYED IN THE FEDERAL GOVERNMENT, GIVE PRESENT GRADE AND DATE OF LAST CHANGE IN GRADE GS-11 Effective 17 Sept. 1950 | | | |
| 23. HAVE YOU EVER APPLIED FOR A POSITION UNDER THE DEPARTMENT OF STATE OR TAKEN AN EXAMINATION FOR A POSITION UNDER THE DEPARTMENT OF STATE? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO IF ANSWER IS "YES" GIVE PARTICULARS UNDER ITEM #37. | | | | | | |
| 24. HAVE YOU EVER HELD A POSITION UNDER A FOREIGN GOVERNMENT? (Including service in the Armed Services of a Foreign power) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES" GIVE DETAILS UNDER ITEM #37. | | | | | | |
| 25. OUTLINE YOUR TRAVEL OR RESIDENCE ABROAD GIVING DATES, PURPOSE, AND PLACES. (If not while in the Armed Forces give number, date, and place of issuance of American passport.) | | | | | | |
| | | | | | | |
| 26. FOREIGN LANGUAGES (Name and indicate the extent of your competence, i.e. Excellent, Good, Fair). | | | | | | |
| A. LANGUAGE | B. READ | C. WRITE | D. SPEAK | E. UNDERSTAND | | |
| Spanish | good | good | good | good | | |
| 27. EDUCATION | | | | | | |
| A. GRADE SCHOOL — CIRCLE HIGHEST GRADE COMPLETED 1 2 3 4 5 6 (7) 8 | | | | | | |
| | NAME AND ADDRESS | DATES ATTENDED | YEARS COMPLETED | DIPLOMAS CONFERRED | MAJOR SUBJECTS | SEMESTER HOURS CREDIT |
| B. HIGH SCHOOLS OR PREPARATORY SCHOOLS | Bainbridge High Bainbridge, Ga. | 1926 1931 | 5 yrs. | Diploma | - | 21 Units |
| C. COLLEGES OR UNIVERSITIES | University of Georgia Athens, Ga. | 1931 1935 | 4 yrs. | A.B. | Political Science | - |
| D. OTHER EDUCATIONAL INSTITUTIONS OR TRAINING SCHOOLS | University of Georgia Law School, Athens, Ga. | 1935 1937 | 3 yrs. | LL.B. | Law | - |
| 28. EMPLOYMENT | | | | | | |
| INSTRUCTIONS. (In the spaces provided below describe every position which you have held since you first began to work. Start with present position and work back to the first position which you held. Account for all periods of unemployment and state reasons of any unemployment indicated.) Use continuation sheet if more space is required. | | | | | | |
| PRESENT POSITION | | | | | | |
| DATES OF EMPLOYMENT (Month, year) FROM: Dec. 1949 TO: present | | EXACT TITLE OF YOUR PRESENT POSITION Legal Liaison Officer | | SALARY OR EARNINGS STARTING \$ 7000 PER YR. PRESENT \$ 8800 PER YR. | | |
| PLACE OF EMPLOYMENT (City, State) Washington, D.C. | | DESCRIPTION OF YOUR WORK Handling legal matters and liaison with all other departments and agencies of U.S. government. Highly technical work involving immigration & naturalization laws, visa regulations and related matters. | | | | |
| NAME AND ADDRESS OF IMMEDIATE SUPERVISOR Central Intelligence Agency 2430 P Street, N.W. | | | | | | |
| NUMBER AND TITLE OF IMMEDIATE SUPERVISOR 2 officers and 1 clerical | | | | | | |
| NAME AND TITLE OF IMMEDIATE SUPERVISOR General Walter R. Smith | | | | | | |
| REASON FOR DEPARTURE Desires to return to foreign service | | IF CURRENTLY EMPLOYED, WILL YOU REAPPROACH PRESENT EMPLOYER? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | | | | |

| FORM CSP-14 | | Continuation Sheet | |
|--|--|---|--|
| DATES OF EMPLOYMENT (Month, year) from Sept. 1942 to Jan. 1945 | | EXACT TITLE OF YOUR POSITION | SALARY OR EARNINGS STARTING \$1,600 PER YR. FINAL \$ 5600 PER YR. |
| PLACE OF EMPLOYMENT (City, state) Mexico City and Bogota, Colombia | | DESCRIPTION OF YOUR WORK Political information gathering and reporting and handling cases involving the proclaimed list of blocked nationals and trading with the enemy. | |
| NAME AND ADDRESS OF EMPLOYER Dept. of State | | | |
| NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU 7 officers and 14 clerical | | | |
| NAME AND TITLE OF IMMEDIATE SUPERVISOR Ambassador Arthur Bliss Lane Ambassador George Messersmith | | | |
| REASON FOR LEAVING To return to the Dept. of Justice | | | |
| DATES OF EMPLOYMENT (Month, year) FROM: Jan. 1938 TO: Sept. 1942 | | EXACT TITLE OF YOUR POSITION Attorney | SALARY OR EARNINGS STARTING \$3000 PER YR. FINAL \$4600 PER YR. |
| PLACE OF EMPLOYMENT (City, state) Washington, D.C. | | DESCRIPTION OF YOUR WORK Handling and supervising the handling of many and various types of Federal laws. | |
| NAME AND ADDRESS OF EMPLOYER Dept. of Justice | | | |
| NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU 3 officers and 2 clerical | | | |
| NAME AND TITLE OF IMMEDIATE SUPERVISOR Attorney General Homer Cummings | | | |
| REASON FOR LEAVING To enter foreign service. | | | |
| DATES OF EMPLOYMENT (Month, year) FROM: July 1937 TO: Jan. 1938 | | EXACT TITLE OF YOUR POSITION Attorney-at-law | SALARY OR EARNINGS STARTING \$ - PER YR. FINAL \$2000 PER YR. |
| PLACE OF EMPLOYMENT (City, state) Bainbridge, Ga. | | DESCRIPTION OF YOUR WORK General practice of law. Handling cases involving administration of estates, abstracts of titles, contracts, torts, wills and criminal trials. | |
| NAME AND ADDRESS OF EMPLOYER Self | | | |
| NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU 1 clerical | | | |
| NAME AND TITLE OF IMMEDIATE SUPERVISOR - | | | |
| REASON FOR LEAVING To join Dept. of Justice | | | |
| DATES OF EMPLOYMENT (Month, year) FROM: TO: | | EXACT TITLE OF YOUR POSITION | SALARY OR EARNINGS STARTING \$ PER YR. FINAL \$ PER YR. |
| PLACE OF EMPLOYMENT (City, state) | | DESCRIPTION OF YOUR WORK | |
| NAME AND ADDRESS OF EMPLOYER | | | |
| NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU | | | |
| NAME AND TITLE OF IMMEDIATE SUPERVISOR | | | |
| REASON FOR LEAVING | | | |
| REMARKS | | | |

| | | | |
|---|--|---|--|
| DATE OF EMPLOYMENT (Month, year) FROM: June 1946 TO: Feb. 1947 PLACE OF EMPLOYMENT (City, state) Caracas, Venezuela NAME AND ADDRESS OF EMPLOYER 2 officers and 3 clerical Ambassador Walter J. Donnelly NAME AND TITLE OF IMMEDIATE SUPERVISOR CIA had special need for technical knowledge and I accepted the offer. REASON FOR LEAVING DATE OF EMPLOYMENT (Month, year) FROM: June 1946 TO: Feb. 1947 PLACE OF EMPLOYMENT (City, state) Bainbridge, Ga. NAME AND ADDRESS OF EMPLOYER Self - associated with father. NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU 1 clerical NAME AND TITLE OF IMMEDIATE SUPERVISOR - REASON FOR LEAVING To return to foreign service. | | EXACT TITLE OF YOUR POSITION Was assigned to Political Section. Had frequent contact with high foreign government officials. Gathered and reported political information. Handled matters of special interest for the Ambassador. SALARY OR EARNINGS STARTING \$ 7000 PER YR. FINAL \$ 7000 PER YR. | |
| DATE OF EMPLOYMENT (Month, year) FROM: Jan. 1945 TO: June 1946 PLACE OF EMPLOYMENT (City, state) Washington, D.C. NAME AND ADDRESS OF EMPLOYER Dept. of Justice NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU 5 lawyers and 3 clerical NAME AND TITLE OF IMMEDIATE SUPERVISOR Hon. Tom Clark, Attorney General REASON FOR LEAVING To return to private law practice | | EXACT TITLE OF YOUR POSITION Attorney-at-law Engaging in general practice of law, handling cases involving contracts, torts, wills and administration of estates, abstracts of titles and criminal trials. SALARY OR EARNINGS STARTING \$ 5000 PER YR. FINAL \$ 5000 PER YR. | |
| DATE OF EMPLOYMENT (Month, year) FROM: Jan. 1945 TO: June 1946 PLACE OF EMPLOYMENT (City, state) Washington, D.C. NAME AND ADDRESS OF EMPLOYER Dept. of Justice NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU 5 lawyers and 3 clerical NAME AND TITLE OF IMMEDIATE SUPERVISOR Hon. Tom Clark, Attorney General REASON FOR LEAVING To return to private law practice | | EXACT TITLE OF YOUR POSITION Attorney Supervising and handling cases involving many and various types of violations of Federal law. SALARY OR EARNINGS STARTING \$ 5000 PER YR. FINAL \$ 6000 PER YR. | |
| 29. OTHER POSITIONS HELD FOR LESS THAN THREE MONTHS AND PERIODS OF UNEMPLOYMENT. (List—Beginning with most recent) | | | |
| DURATION FROM TO | | POSITION | |
| | | NAME AND ADDRESS OF EMPLOYER OR REASON FOR UNEMPLOYMENT | |
| | | STARTING AND FINAL SALARY PER ANNUM | |
| | | | |
| | | | |
| | | | |
| 30. HAVE YOU EVER BEEN DISCHARGED OR FORCED TO RESIGN FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES" GIVE FULL DETAILS UNDER ITEM #37. | | | |
| 31. HAVE YOU NOW OR HAVE YOU EVER HAD ANY PHYSICAL DEFECTS OR DISABILITIES WHATSOEVER? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | 32. HAVE YOU EVER BEEN UNDER TREATMENT FOR A MENTAL OR EMOTIONAL DISORDER? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | |
| 33. WITHIN THE PAST TWELVE MONTHS, HAVE YOU FREQUENTLY USED INTOXICATING BEVERAGES TO EXCESS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | 34. HAVE YOU EVER HAD TUBERCULOSIS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | |
| 35. WERE YOU EVER MEDICALLY DISCHARGED FROM THE ARMED FORCES? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | IF ANY OF YOUR ANSWERS TO ANY OF THE ABOVE IS "YES" GIVE FULL PARTICULARS UNDER ITEM #37. | |

34. LIST YOUR FINANCIAL POSITION FROM 1945 TO 1947, IN CLIPPING. IF YOU ARE AN INDEBTED STATE UNDER ITEM 33, THE NAMES OF CREDITORS, AMOUNTS DUE TO EACH, AND DATES ON WHICH THE OBLIGATIONS WERE CONTRACTED.

35. DO YOU HAVE ANY OTHER FINANCIAL POSITION FROM 1945 TO 1947, IN CLIPPING. IF YOU ARE AN INDEBTED STATE UNDER ITEM 33, THE NAMES OF CREDITORS, AMOUNTS DUE TO EACH, AND DATES ON WHICH THE OBLIGATIONS WERE CONTRACTED.

36. DO YOU ADVOCATE OR HAVE YOU EVER ADVOCATED, OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OF ANY POLITICAL PARTY OR ORGANIZATION THAT ADVOCATES THE OVERTHROW OF THE GOVERNMENT OF THE UNITED STATES BY FORCE OR VIOLENCE?

☐ YES ☒ NO IF ANSWER IS "YES" GIVE FULL DETAILS UNDER ITEM 37.

37. HAVE YOU EVER BEEN ARRESTED OR DETAINED BY CIVIL OR MILITARY AUTHORITIES, IN THE UNITED STATES OR IN ANY OTHER COUNTRY (other than for minor traffic violations where the fine did not exceed \$25)? ☐ YES ☒ NO

IF SO, STATE UNDER ITEM 38 THE NAME AND LOCATION OF THE COURT, DATE, AND DETAILS OF PROCEEDINGS, AND DISPOSITION.

38. LIST THREE COMPETENT AND RESPONSIBLE PERSONS IN THE UNITED STATES NOT RELATED TO YOU BY BLOOD OR MARRIAGE AND ARE PARTICULARLY QUALIFIED TO SUPPLY DEFINITE INFORMATION REGARDING YOUR CHARACTER AND ABILITY (do not give names of supervisors listed in answer to questions no. 28 or 29).

| NAME | ADDRESS | OCCUPATION |
|----------------------|------------------------------------|---------------------|
| Hon. A.B. Conner | Bainbridge, Ga. | U.S. District Judge |
| Hon. Fletcher Warren | Dept. of State Washington, D.C. | Ambassador-Diplomat |
| Dr. Gordon Chason | Bainbridge, Ga. | Physician-Surgeon |

39. MENTION HERE ANY SPECIAL QUALIFICATIONS OR ACHIEVEMENTS NOT COVERED ELSEWHERE IN THIS APPLICATION. INCLUDE SUCH ITEMS AS ANY BOOKS OR ARTICLES YOU HAVE WRITTEN, SPECIAL RESEARCH WORK, TECHNICAL SKILLS, HONORARY OR PROFESSIONAL SOCIETY MEMBERSHIPS, AND ANY OTHER INFORMATION YOU CONSIDER PERTINENT. YOU MAY INCLUDE ANY PERTINENT RELIGIOUS, CIVIC, WELFARE, OR ORGANIZATIONAL ACTIVITY WHICH YOU HAVE PERFORMED EITHER WITH OR WITHOUT COMPENSATION, SHOWING THE NUMBER OF HOURS HAS BEEN AND NUMBER OF WEEKS PER YEAR IN WHICH YOU WERE ENGAGED IN SUCH ACTIVITY.

Phi Kappa Phi (Honorary Scholastic Fraternity)

Blue Key National Honor Fraternity

Phi Delta Phi (Legal Fraternity)

Decatur County Bar Association, Bainbridge, Ga.

Georgia Bar Association, Atlanta, Ga.

American Bar Association

40. USE THIS SPACE FOR COMPLETING ANSWERS TO ANY OF THE FOREGOING QUESTIONS, NUMBERING ANSWER TO CORRESPOND WITH QUESTIONS. USE EXTRA SHEETS OF PAPER IF NECESSARY.

#23. Application No. 6843 for oral examination under the War Manpower Act, made in approximately February 1947.

Presently under provisions of Civil Service Retirement Act.

Draft Status: None

Reserve Status: None

CERTIFICATION

False Statement on this Application is Cause for Dismissal.

I DO SOLEMNLY AFFIRM THAT THE INFORMATION CONTAINED HEREIN IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Leontine S. 4751

B. B. B. B.

DATE

NAME AS USUALLY WRITTEN AND WHICH BE USED AS OFFICIAL SIGNATURE

050

PHYSICAL QUALIFICATION RECORD

| | |
|---|--------------------------------------|
| NAME O'NEAL, Birch D. | NATURE OF ACTION Trans. Funds |
| TITLE OF POSITION Intelligence Officer | GRADE GS-13 |
| DEPARTMENT OR FIELD Departmental | |

Subject was found physically ☒ fit ☐ unfit for duty with this organization in the above grade and position.

RECOMMENDATIONS:

And Overseas Duty

3 April 1960

DATE

SIGNATURE OF PHYSICAL REQUIREMENTS OFFICER

Form 21-1
(November 1941)

UNITED STATES CIVIL SERVICE COMMISSION

CERTIFICATE OF MEDICAL EXAMINATION

Applicant must fill in dotted lines below to heavy line

BIRCH D. O'NEAL 21 EVANS ST. BAINBRIDGE PA.
 (Name) (Post office address)
 Male June 1, 1913 MEDICAL
 (Sex) (Date of birth) (Title of examination taken)
 (Department and bureau in which you are to be employed) Cavalry, Virginia
 (City or town in which you are to be employed)

1. Have you any physical defect or disease or disability whatsoever? yes2. If answer is "yes" give details Neuritis, Arthritis, Leprosy

PHYSICIAN SHOULD FILL IN THE FOLLOWING
 72 3/4 inches. 185 pounds. 180 pounds. Males, with and without clothing; females,
 (Height, without shoes) (Weight, in clothing) (Weight, without clothing) clothed, but without wrap or hat.

*To be taken for males only upon special written request of the official ordering examination.

Items checked (✓) were examined and found normal. Deviations from normal are noted. (See instructions on reverse side, numbered to correspond with items below.)

1. Eyes: Distant vision: Without glasses: Right: 20 Left: 20 With glasses if worn: Right: 20 Left: 20
 Near vision:

What is the longest and the shortest distance at which the following specimens of Jaeger No. 1 and Jaeger No. 2 can be read by the applicant? If No. 1 is read with ease, No. 2 need not be given. Test each eye separately.

With the view of promoting health and efficiency and of minimizing accidents among Federal employees, the heads of the several executive departments and independent establishments having a medical personnel are directed to make such physical examination of applicants for (Jaeger No. 1) and employees in the Federal classified service as may be required by the Civil Service Commission or its authorized representative. This order will supplement the Executive orders of May 29 and June 18, 1923 (Executive order, September 4, 1931). (Jaeger No. 2)

| Without glasses: | | With glasses, if used: | |
|--------------------|--------------------|------------------------|--------------------|
| R. 4 in. to 18 in. | L. 4 in. to 18 in. | R. 4 in. to 18 in. | L. 4 in. to 18 in. |
| R. 4 in. to 18 in. | L. 4 in. to 18 in. | R. 4 in. to 18 in. | L. 4 in. to 18 in. |
| R. 4 in. to 18 in. | L. 4 in. to 18 in. | R. 4 in. to 18 in. | L. 4 in. to 18 in. |
| R. 4 in. to 18 in. | L. 4 in. to 18 in. | R. 4 in. to 18 in. | L. 4 in. to 18 in. |

Evidence of disease or injury: Right no Left noColor vision: Is color vision normal when Ishihara or other color plate test is used? yesIf not, can applicant pass lantern, yarn or other comparable test? no

2. Ears: (Consider denominators indicated here as normal. Record as numerators the greatest distance heard.) Ordinary conversation: Right ear 20 Left ear 20 Evidence of disease or injury: Right ear no Left ear no

3. Nose, sinus disease, etc. no4. Mouth and throat no5. Gastro-intestinal no6. Thyroid (especially in women) no7. Heart and blood vessels noBlood pressure: Mm. Hg. systolic 128 Mm. Hg. diastolic 80Is organic heart disease present? no If organic heart disease is present, is it fully compensated? no8. Lungs: Right no Left noHistory of tuberculosis? no If so, has the disease been arrested for at least 1 year? noIf there is a history of tuberculosis, is any type of collapse therapy being received at present? (If so, give full details under remarks.) no9. Hernia no

(If present, name variety: inguinal, ventral, femoral, etc.; read definition on reverse before answering)

If present, is it supported by a well-fitting truss? no10. Varicose veins no

(If present, state location and degree)

Varicocele (see note 10 on reverse side) no11. Feet: Is flat foot present? no Degree of impairment of function no

(None, slight, moderate, severe)

12. Deformities, atrophies, and other abnormalities, diseases, or defects not included above no

entirely normal (see 12.42)

13. Scars of serious injury or disease applied dieting (McBride)14. Nervous system (see note 14 on reverse side) noIs there any history of a "nervous breakdown"? noIf hospitalized, give name of hospital and location no15. (a) Urinalysis (see reverse side) no (b) Venereal disease no16. Obtain from applicant statement of disabilities, past and present, give diagnosis and your comments under "Remarks." no17. Does Veterans Administration recognize service-connected disability in this case? no If "yes," cover in your comments. (Yes or no)18. Has examinee ever received disability retirement from U. S. Civil Service Commission? no (Yes or no)

The aim of the Executive order September 4, 1924, under which this examination was made, is to obtain information as to the physical condition of appointees to the classified civil service with a view to promoting efficiency and minimizing accidents and claims under United States employees' compensation law.

WEIGHT.—Males, without clothing, and also in ordinary clothing without overcoat or hat, (weigh twice); females, clothed, but without wrap or hat. If overweight, state whether due to bone and muscle or to fat.

| | | | | |
|---|-------|------------|-----|------|
| NAME | GRADE | SERIAL NO. | AGE | WARD |
| PART TO BE EXAMINED (OR TREATED) | | | | |
| CLINICAL DIAGNOSIS (INCLUDE OPERATIONS) | | | | |
| NORMAL | DATE | SIGNATURE | | |

Neg.

Film No. 100 Date 11 Feb 47 11 Feb 47 11 Feb 47

W.D. 4400 Form 8-44, 1 December 1944
This form superseded W.D. 4400 Form 8-44, 1 June 1942,
which may be used until existing stocks are exhausted.

RADIOLOGIC REPORT

GSS Form 1180b
(Rev. 5/12/45)

OFFICE OF STRATEGIC SERVICES
Washington, D. C.

FBI HKA RPS

11 February 1947

O'Neal, Birch D.

was given a physical

examination on this date and found qualified for

- ☒ Full Duty Overseas
- ☐ Limited Duty Overseas
- ☐ Duty in USA Only

Profile Serial (For Army EM only)

| | | | | | | |
|--|--|--|--|--|--|--|
| | | | | | | |
|--|--|--|--|--|--|--|

Defects Noted:

Ulceration- left ankle and tarsal regions; result of 370 degree burn (26 Dec 47).
This man is not qualified for overseas until the ulcer is healed, probably
needs skin graft.
Feb 27-Skin graft, ulcer completely healed, fit for duty overseas.
Immunisation completed 28 Feb 47.

PEDRO M. SOUZA, MAJ. M.C.

(70451)

SECRET

When Filled In

OFFICIAL USE ONLY (until filled in)

QUALIFICATIONS SUPPLEMENT TO PERSONAL HISTORY STATEMENT

READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING. TYPE OR PRINT. AVOID USING LIGHT COLORED INKS.

| SECTION I | | | |
|--|-------------------------------|---------------------------|------------------------|
| BIOGRAPHIC AND POSITION DATA | | | |
| 1. EMP. SER. NO. | 2. NAME (Last, First, Middle) | 3. SEX | 4. DATE OF BIRTH |
| 058598 | CNEAL BIRCH D | | 06/01/13 |
| 5. SSN | 6. POSITION TITLE | 7. OFFICE OR ACT. ADDRESS | 8. SCHEDULE GRADE STEP |
| D | CPS OFFICER CH | CI | GS-16-05 |
| | | WASH., D.C. | |
| SECTION II | | | |
| AGENCY OVERSEAS SERVICE | | | |
| AREA | TYPE TOUR | DATE | TO |
| VENEZUELA | PCS:XX | 47/09/18 | 48/12/81 |
| GUATEMALA | PCS:XX | 51/12/81 | 54/04/01 |
| AFRICA | TDY:XX | 54/07/01 | 54/08/01 |
| MEXICO | TDY:XX | 55/04/01 | 59/04/01 |
| VENEZUELA | TDY:XX | 56/07/01 | 56/07/01 |
| EUROPEAN AREA | TDY:XX | 56/10/01 | 56/11/01 |
| CORRECTED BELOW | | | |
| VENEZUELA | PCS | 47/09/18 | 49/12/20 |
| GUATEMALA | PCS | 51/12/20 | 54/4/30 |
| AFRICA & WESTERN EUROPE | TDY | 54/7/26 | 54/8/27 |
| MEXICO | TDY | 55/4/19 | 55/4/28 |
| EUROPE | TDY | 55/11/8 | 55/12/10 |
| VENEZUELA | TDY | 56/7/17 | 56/7/24 |
| EUROPE | TDY | 56/10/24 | 56/11/19 |
| MEXICO | TDY | 60/10/20 | 60/10/25 |
| <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> OVERSEAS DATA CODED DATE: 2 JUN 67 INITIALS: CAPT </div> | | | |
| SECTION III | | | |
| EDUCATION | | | |
| DEGREE | MAJOR FIELD | COLLEGE | YEAR |
| BACH | HISTORY, GENERAL | GA UNIV | 35 |
| BACH | LAW, GENERAL | GA UNIV | 37 |

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MAY 2-67

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GROUP 1
Excluded from automatic
downgrading and declassification

6 7 JUN ENTD

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| SECTION III | | | | | | | |
|--|--|---|--|----------------|-----------------|---|---------------------------|
| EDUCATION (Continued) | | | | | | | |
| HIGH SCHOOL | | | | | | | |
| LAST HIGH SCHOOL ATTENDED | | ADDITIONAL SCHOOLS | | YEARS ATTENDED | | GRADUATE | |
| RAINBRIDGE HIGH | | RAINBRIDGE GEORGIA GA | | 1927-1931 | | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | |
| COLLEGE OR UNIVERSITY STUDY | | | | | | | |
| NAME AND LOCATION OF COLLEGE OR UNIVERSITY | | COURSE | | YEARS ATTENDED | DEGREE RECEIVED | YEAR RECEIVED | THD SEM QTR HRS (Specify) |
| UNIVERSITY OF GEORGIA, ATHENS, GA. | | HISTORY | | 1931-1935 | A.B. | 1935 | DON'T RECALL |
| LUMPKIN LAW SCHOOL OF UNIVERSITY OF GEORGIA, ATHENS, GA | | LAW | | 1935-1937 | LL.B. | 1937 | 9 QTRS. |
| IF A GRADUATE DEGREE HAS BEEN NOTED ABOVE WHICH REQUIRED SUBMISSION OF A WRITTEN THESIS INDICATE THE TITLE OF THE THESIS AND BRIEFLY DESCRIBE ITS CONTENT _____ | | | | | | | |
| TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS | | | | | | | |
| NAME AND ADDRESS OF SCHOOL | | STUDY OR SPECIALIZATION | | FROM | TO | NO. OF MONTHS | |
| 1. NONE | | | | | | | |
| 2. | | | | | | | |
| 3. | | | | | | | |
| OTHER NON-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE | | | | | | | |
| NAME AND ADDRESS OF SCHOOL | | STUDY OR SPECIALIZATION | | FROM | TO | NO. OF MONTHS | |
| 1. F.B.I. SPECIAL AGENTS D.C. | | WASHINGTON INVESTIGATIONS - LAW ENFORCEMENT | | 10 JAN 1938 | APRIL 1938 | 14 WEEKS | |
| 2. DITTO | | DITTO | | | | 8 WEEKS | |
| 3. (PERIODIC IN-SERVICE RETRAINING) | | | | | | TOTAL | |
| 4. CENTRAL INTELLIGENCE GROUP | | WASHINGTON D.C. INTELLIGENCE COLLECTION | | MAY 1947 | FEB MAR 1947 | 3 WEEKS | |
| AGENCY-SPONSORED EDUCATION | | | | | | | |
| Specify which, if any, of the education shown in Section III was Agency sponsored | | | | | | | |
| NAME AND ADDRESS OF SCHOOL | | STUDY OR SPECIALIZATION | | FROM | TO | NO. OF MONTHS | |
| 1. NONE | | | | | | | |
| 2. | | | | | | | |
| 3. | | | | | | | |
| 4. | | | | | | | |
| 5. | | | | | | | |

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| SECTION IV | | GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL | | | | | |
|--|-------------------------------|--|-----------------------|---|--------|---|---------|
| NAME OF REGION OR COUNTRY | TYPE OF SPECIALIZED KNOWLEDGE | DATE OF TRAVEL OR RESIDENCE | DATE & PLACE OF STUDY | KNOWLEDGE ACQUIRED BY | | | |
| | | | | RESIDENCE | TRAVEL | STUDY | CHECK X |
| Ecuador | - temporary residence | 1942-FLB-- | June 1942 | X | X | | X |
| Colombia | " " | Oct 1942-- | June 1943 | X | X | | X |
| Mexico | " " | 1942--Dec | 1943 | X | X | | X |
| Venezuela | " " | March 1947-- | Dec 1949 | X | X | | X |
| Guatemala | " " | Dec 1951-- | Apr 1954 | X | X | | X |
| Western Europe | None | (Jul-Aug 1954) | | | X | | X |
| | | (Nov-Dec 1955) | | | X | | X |
| | | (Oct-Nov 1956) | | | X | | X |
| | NONE | JULY-AUG 1954 | | | X | | X |
| Mexico 6/6/54 | None | April 1955 | | | | | X |
| | | October 1960 | Travel only | | | | X |
| Mexico | " " | 1962 | | | X | | |
| In temp. residence countries gained special knowledge police, investigative systems and practices, local politics, both historical and then current. | | | | | | | |
| SECTION V TYPING AND STENOGRAPHIC SKILLS | | | | | | | |
| 1. TYPING (WPM) | | 2. SHORTHAND (WPM) | | 3. INDICATE SHORTHAND SYSTEM USED CHECK (X) APPROPRIATE ITEM | | | |
| NONE | | | | <input type="checkbox"/> GREGG <input type="checkbox"/> SPEEDWRITING <input type="checkbox"/> STENO TYPE <input type="checkbox"/> OTHER SPECIFY | | | |
| 4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (comptometer, mimeograph, card punch, etc.) | | | | | | | |
| SECTION VI SPECIAL QUALIFICATIONS | | | | | | | |
| 1. LIST ALL HOBBIES AND SPORTS IN WHICH YOU ARE ACTIVE OR HAVE ACTIVELY PARTICIPATED. INDICATE YOUR PROFICIENCY IN EACH | | | | | | | |
| Baseball - good Tract - fair Football - good Fishing - good Tennis - fair Hunting - good | | | | | | | |
| 2. EXCLUDING BUSINESS EQUIPMENT OR MACHINES WHICH YOU MAY HAVE LISTED IN ITEM 4, SECTION V, LIST ANY SPECIAL SKILLS YOU POSSESS RELATING TO OTHER EQUIPMENT AND MACHINES SUCH AS OPERATIONS OF RADIO TRANSMITTERS (indicate CW speed, sending & receiving), OFFSET PRESS, TURRET LATHE EDP AND OTHER SCIENTIFIC & PROFESSIONAL DEVICES | | | | | | | |
| None | | | | | | | |
| 3. ARE YOU NOW OR HAVE YOU EVER BEEN A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION SUCH AS PILOT, ELECTRICIAN, RADIO OPERATOR, TEACHER, LAWYER, CPA, MEDICAL TECHNICIAN, PSYCHOLOGIST, PHYSICIAN, ETC? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | | | | | | | |
| 4. IF YOU HAVE ANSWERED "YES" TO ITEM 3 ABOVE, INDICATE KIND OF LICENSE OR CERTIFICATION AND THE ISSUING STATE, MUNICIPALITY, ETC (Provide license registry number if known) | | | | | | 5. FIRST LICENSE/CERTIFICATE year of issue | |
| Attorney at Law, State of Georgia 1937 | | | | | | 1937 | |
| | | | | | | 6. LATEST LICENSE/CERTIFICATE year of issue | |
| | | | | | | NO OTHERS REQUIRED | |
| 7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR (do NOT submit copies unless requested. INDICATE THE TITLE, PUBLICATION DATE, AND TYPE OF WRITING (non-fiction or scientific articles, general interest subjects, novels, short stories, etc.) | | | | | | | |
| None | | | | | | | |
| 8. INDICATE ANY DEVICES WHICH YOU HAVE INVENTED AND STATE WHETHER OR NOT THEY ARE PATENTED | | | | | | | |
| None | | | | | | | |
| 9. PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE | | | | | | | |
| Highschool and college debating and service club speeches for FBI. | | | | | | | |

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Standard Form 100

| SECTION VII | | MILITARY SERVICE | |
|--|--|---|----------------|
| CURRENT DRAFT STATUS | | | |
| 1. ARE YOU REGISTERED FOR THE DRAFT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | 7. SELECTIVE SERVICE CLASSIFICATION | |
| 2. LOCAL SELECTIVE SERVICE BOARD NUMBER AND ADDRESS | | 8. DEFERRED DUTY REASON | |
| MILITARY SERVICE RECORD (Active Duty Only) | | | |
| 1. MILITARY ORGANIZATION (Army, Navy, etc. specify) | | 3. DATES OF SERVICE (extended active duty) FROM TO | |
| 4. STATUS (Regular, Reserve, etc. specify) | | 6. SERIAL SERVICE OR FILE NUMBER | |
| 5. RANK, GRADE OR RATE (at separation if past service) | | | |
| CHECK TYPE OF SEPARATION: <input type="checkbox"/> HONORABLE DISCHARGE <input type="checkbox"/> RETIREMENT FOR SERVICE <input type="checkbox"/> UNUSUAL HARDSHIPS <input type="checkbox"/> RELEASE TO INACTIVE DUTY <input type="checkbox"/> RETIREMENT FOR COMBAT DISABILITY <input type="checkbox"/> OTHER (Specify) <input type="checkbox"/> RETIREMENT FOR AGE <input type="checkbox"/> RETIREMENT FOR PHYSICAL DISABILITY | | | |
| 8. BRIEF DESCRIPTION OF MILITARY DUTIES (record the duties and skills which best describe your work or function in the military service) | | | |
| MILITARY RESERVE NATIONAL GUARD STATUS <u>None</u> | | | |
| CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG: <input type="checkbox"/> ARMY <input type="checkbox"/> MARINE CORPS <input type="checkbox"/> NATIONAL GUARD <input type="checkbox"/> NAVY <input type="checkbox"/> AIR FORCE <input type="checkbox"/> COAST GUARD <input type="checkbox"/> AIR NATIONAL GUARD | | | |
| 1. CURRENT RANK, GRADE OR RATE | | 3. EXPIRATION DATE OF CURRENT RESERVE OBLIGATION | |
| 2. DATE OF APPOINTMENT IN CURRENT RANK | | | |
| 4. CHECK CURRENT RESERVE CATEGORY: <input type="checkbox"/> READY RESERVE <input type="checkbox"/> STANDBY (active) <input type="checkbox"/> STANDBY (inactive) <input type="checkbox"/> RETIRED <input type="checkbox"/> DISCHARGED | | | |
| 5. BRIEF DESCRIPTION OF MILITARY RESERVE DUTIES (record the duties and skills which best describe your work or function in the military service) | | | |
| 6. IF YOU ARE CURRENTLY ASSIGNED TO A RESERVE OR NATIONAL GUARD TRAINING UNIT, IDENTIFY THE UNIT AND ITS ADDRESS | | | |
| MILITARY SCHOOLS COMPLETED (Active Duty, Reserve Status or as Civilian) | | | |
| NAME AND ADDRESS OF SCHOOL | | STUDY OR SPECIALIZATION | DATE COMPLETED |
| 1. University of Georgia, Athens, Ga. | | Basic ROTC | 1933 |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |

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**PERI IC SUPPLEMENT
PERSONAL HISTORY STATEMENT**

THIS DATE

21 January 1969

INSTRUCTIONS

This form provides the means whereby your official personnel records will be kept current. Even though it duplicates information you have furnished previously, it will be necessary for you to complete Sections I through VI in this entirety. You need complete Sections III through VIII only if there has been a change since you entered on duty with the organization or if you believe the data requires more complete coverage than you have previously reported.

SECTION I

GENERAL

1. FULL NAME (Last-First-Middle)

QUINN

FINCH

DILWORTH

2. CURRENT ADDRESS (No., Street, City, Zone, State)

4623 High Street
Chevy Chase, Maryland

3. PERMANENT ADDRESS (No., Street, City, Zone, State)

211 Evans Street
Rainbridge, Georgia

4. HOME TELEPHONE NUMBER

Oliver 4-6074

5. STATE, TERRITORY, POSSESSION OR COUNTRY IN WHICH YOU NOW CLAIM RESIDENCE

Temporary-Maryland; Permanent-Georgia

SECTION II

PERSON TO BE NOTIFIED IN CASE OF EMERGENCY

1. NAME (Last-First-Middle) PREFERABLY RESIDING IN U.S.

QUINN, MASTON E.

2. RELATIONSHIP

Mother

3. HOME ADDRESS (No., Street, City, Zone, State, Country)

Alice Street, Rainbridge, Georgia

4. BUSINESS ADDRESS (No., Street, City, Zone, State, Country); INDICATE NAME OF FIRM OR EMPLOYER, IF APPLICABLE

Declarator County Courthouse, Rainbridge, Georgia

5. HOME TELEPHONE NUMBER

194 J

6. BUSINESS TELEPHONE NUMBER

4

7. BUSINESS TELEPHONE EXTENSION

8. IN CASE OF EMERGENCY, OTHER CLOSE RELATIVES (Spouse, Mother, Father) MAY ALSO BE NOTIFIED. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE.

My mother should not be notified directly but only through one of my brothers or my sister

SECTION III

MARITAL STATUS

1. CHECK (X) ONE:

☐ SINGLE☒ MARRIED☐ WIDOWED☐ SEPARATE☐ DIVORCED☐ ANNULLED

2. FURNISH DATE, PLACE AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS

NOTE: If you have been married more than once, including annulments, use a separate sheet for former wife or husband giving data below for all previous marriages. If marriage is contemplated, provide same data for fiancé.

3. NAME

(First)

(Middle)

(Maiden)

(Last)

Gladys

Frances

Paula

O'Neal

4. DATE OF MARRIAGE

27 March 1945

5. PLACE OF MARRIAGE (City, State, Country)

Tulsa, Oklahoma, USA

6. ADDRESS OF SPOUSE BEFORE MARRIAGE (No., Street, City, State, Country)

220 East 27th Place, Tulsa, Oklahoma

7. LIVING

☒ YES☐ NO

8. DATE OF DEATH

9. CAUSE OF DEATH

10. CURRENT ADDRESS (Give last address, if deceased)

4623 High Street, Chevy Chase, Maryland

11. DATE OF BIRTH

30 April 1920

12. PLACE OF BIRTH (City, State, Country)

Glenpool, Oklahoma, USA

13. IF BORN OUTSIDE U.S., DATE OF ENTRY

14. PLACE OF ENTRY

15. CITIZENSHIP (Country)

USA

16. DATE ACQUIRED

Birth

17. WHERE ACQUIRED (City, State, Country)

Oklahoma

18. OCCUPATION

Homemaker

19. PRESENT EMPLOYER (Also give former employer, or if spouse is deceased or unemployed, last two employers)

20. EMPLOYER'S OR BUSINESS ADDRESS (No., Street, City, State, Country)

SECTION III CONTINUED TO PAGE 2

FORM 444b USE PREVIOUS EDITIONS.
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SECTION III CONTINUED FROM PAGE 1

21. DATES OF MILITARY SERVICE OF SPOUSE (From and To) BY MONTH AND YEAR

22. BRANCH OF SERVICE

23. COUNTRY WITH WHICH MILITARY SERVICE AFFILIATED

24. DETAILS OF OTHER GOVERNMENT SERVICE, U.S. OR FOREIGN

American Embassy, Mexico City, Mexico 1940 - 1945

SECTION IV RELATIVES BY BLOOD, MARRIAGE OR ADOPTION LIVING ABROAD OR WHO ARE NOT U.S. CITIZENS

1. FULL NAME (Last-First-Middle)

STEWARTS CHARLES PIERCE

2. RELATIONSHIP

First Cousin

3. AGE

44

4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES

Caracas, Venezuela - Manager Coca Cola Co. interests

5. CITIZENSHIP (Country)

USA

6. FREQUENCY OF CONTACT

Approximately 2 or 3 letters annually

7. DATE OF LAST CONTACT

May 1958

1. FULL NAME (Last-First-Middle)

2. RELATIONSHIP

3. AGE

4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES

5. CITIZENSHIP (Country)

6. FREQUENCY OF CONTACT

7. DATE OF LAST CONTACT

1. FULL NAME (Last-First-Middle)

2. RELATIONSHIP

3. AGE

4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES

5. CITIZENSHIP (Country)

6. FREQUENCY OF CONTACT

7. DATE OF LAST CONTACT

1. FULL NAME (Last-First-Middle)

2. RELATIONSHIP

3. AGE

4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES

5. CITIZENSHIP (Country)

6. FREQUENCY OF CONTACT

7. DATE OF LAST CONTACT

8. SPECIAL REMARKS, IF ANY, CONCERNING THESE RELATIVES

SECTION V

FINANCIAL STATUS

1. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY?

☒ YES ☐ NO2. DO YOU HAVE ANY FINANCIAL INTEREST IN, OR OFFICIAL CONNECTION WITH, NON-U.S. CORPORATIONS OR BUSINESSES OR IN OR WITH U.S. CORPORATIONS OR BUSINESSES HAVING SUBSTANTIAL FOREIGN INTERESTS? ☐ YES ☒ NO IF YOU HAVE ANSWERED "YES," GIVE COMPLETE DETAILS ON A SEPARATE SHEET AND ATTACH IN A SEALED ENVELOPE.3. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT, PENSION, OR COMPENSATION FOR MILITARY OR NAVAL SERVICE? ☐ YES ☒ NO

4. IF YOU HAVE ANSWERED "YES" TO QUESTION 3 ABOVE, GIVE COMPLETE DETAILS.

5. WITHOUT REFERENCE TO YOUR SALARY, STATE OTHER SOURCES OF RECURRENT INCOME NOT INDICATED BY PRECEDING ITEMS.

SECTION V CONTINUED TO PAGE 3

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1870-1871

SECTION 4 CONTINUED FROM PAGE 2

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| SECTION VI CONTINUED FROM PAGE 2 | | | | | |
|---|--|--|---------------------------------|-------------------------------------|----|
| BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS | | | | | |
| NAME OF INSTITUTION | | | ADDRESS (City, State, Country) | | |
| The City Bank | | | Penn. Avenue, Washington, D. C. | | |
| First State National Bank | | | Bainbridge, Georgia | | |
| | | | | | |
| | | | | | |
| 7. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY? | | | YES | <input checked="" type="checkbox"/> | NO |
| 8. IF YOU HAVE ANSWERED "YES" TO QUESTION 7 ABOVE, GIVE PARTICULARS, INCLUDING COURT AND DATE(S). | | | | | |
| | | | | | |

| SECTION VII CITIZENSHIP | |
|---|--|
| 1. COUNTRY OF CURRENT CITIZENSHIP USA | 2. CITIZENSHIP ACQUIRED BY - CHECK (X) ONE <input checked="" type="checkbox"/> BIRTH <input type="checkbox"/> MARRIAGE <input type="checkbox"/> OTHER (Specify) |
| 3. HAVE YOU TAKEN STEPS TO CHANGE YOUR PRESENT CITIZENSHIP? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | 4. GIVE PARTICULARS |
| 5. IF YOU HAVE APPLIED FOR U.S. CITIZENSHIP, INDICATE PRESENT STATUS OF YOUR APPLICATION (First papers, etc.) | |

| SECTION VIII EDUCATION | | | | | | | |
|---|-------------------------|--|----------------|--|--------------|------------|----------------------------------|
| 1. CHECK (X) HIGHEST LEVEL OF EDUCATION ATTAINED | | | | | | | |
| <input type="checkbox"/> LESS THAN HIGH SCHOOL GRADUATE | | <input type="checkbox"/> OVER TWO YEARS OF COLLEGE - NO DEGREE | | | | | |
| <input type="checkbox"/> HIGH SCHOOL GRADUATE | | <input type="checkbox"/> BACHELOR'S DEGREE | | | | | |
| <input type="checkbox"/> TRADE, BUSINESS, OR COMMERCIAL SCHOOL GRADUATE | | <input type="checkbox"/> GRADUATE STUDY LEADING TO HIGHER DEGREE | | | | | |
| <input type="checkbox"/> TWO YEARS COLLEGE OR LESS | | <input type="checkbox"/> MASTER'S DEGREE | | <input type="checkbox"/> DOCTORAL DEGREE | | | |
| 2. COLLEGE OR UNIVERSITY STUDY | | | | | | | |
| NAME AND LOCATION OF COLLEGE OR UNIVERSITY | SUBJECT | | DATES ATTENDED | | OFFICE REC'D | DATE REC'D | SEM/STR HRS. COMPLETED (Specify) |
| | MAJOR | MINOR | FROM | TO | | | |
| | | | | | | | |
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| | | | | | | | |
| 3. TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS | | | | | | | |
| NAME OF SCHOOL | STUDY OR SPECIALIZATION | DATES ATTENDED | | TOTAL HOURS | | | |
| | | FROM | TO | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| 4. MILITARY TRAINING (Full time duty in specialized schools such as Ordnance, Intelligence, Communications, etc.) | | | | | | | |
| NAME OF SCHOOL | STUDY OR SPECIALIZATION | DATES ATTENDED | | TOTAL HRS. | | | |
| | | FROM | TO | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| 5. OTHER EDUCATIONAL TRAINING NOT INDICATED ABOVE | | | | | | | |

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| GEOGRAPHIC AREA KNOWLEDGE | | | | | | |
|---|-------------------------------|----------------------------------|-----------------------|--------|-------|-----------------|
| 1. LIST BELOW ANY FOREIGN REGIONS OR COUNTRIES OF WHICH YOU HAVE GAINED KNOWLEDGE AS A RESULT OF RESIDENCE, TRAVEL, STUDY OR WORK ASSIGNMENT OTHER THAN ORGANIZATION EXPERIENCE UNDER COLUMN "TYPE OF SPECIALIZED KNOWLEDGE." INDICATE TYPE OF KNOWLEDGE SUCH AS TERRAIN, CLIMATE, HARBORS, UTILITIES, RAILROADS, INDUSTRIES, POLITICAL PARTIES, ETC. | | | | | | |
| NAME OF REGION OR COUNTRY | TYPE OF SPECIALIZED KNOWLEDGE | DATES OF RESIDENCE, TRAVEL, ETC. | KNOWLEDGE ACQUIRED BY | | | |
| | | | RESIDENCE | TRAVEL | STUDY | WORK ASSIGNMENT |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

2. INDICATE THE PURPOSE OF VISIT, RESIDENCE OR TRAVEL FOR EACH OF THE REGIONS OR COUNTRIES LISTED ABOVE

| ORGANIZATIONAL KNOWLEDGE | | | | | |
|---|-------------------------------|----------------------------------|-----------------------|------------------|----------|
| 3. LIST BELOW ANY FOREIGN REGIONS OR COUNTRIES OF WHICH YOU HAVE GAINED KNOWLEDGE AS A RESULT OF ORGANIZATION ASSIGNMENT OR ACTIVITY. | | | | | |
| NAME OF REGION OR COUNTRY | TYPE OF SPECIALIZED KNOWLEDGE | DATES OF RESIDENCE, TRAVEL, ETC. | KNOWLEDGE ACQUIRED BY | | |
| | | | HQS/TD ASSIGNMENT | FIELD ASSIGNMENT | TRAINING |
| | | July-August 1954 | TDY | | |
| | | October 1956 | TDY | | |
| | | Oct.-Nov. 1956 | TDY | | |
| | | Week End 1955 | TDY | | |
| | | Three days 1955 | TDY | | |

| TYPING AND STENOGRAPHIC SKILLS | | | | |
|---|-----------------------|---|------------------|---|
| 1. TYPING (W.P.M.) | 2. SHORTHAND (W.P.M.) | 3. SHORTHAND SYSTEM USED - CHECK [X] APPROPRIATE ITEM | | |
| | | [] ENGLISH | [] SPEEDWRITING | [] STENOGRAPHY OTHER (<i>Specify</i>) |
| 4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (<i>Comptometer, Mimeograph, Card Punch, etc.</i>) | | | | |

| SPECIAL QUALIFICATIONS | |
|---|---|
| 1. LIST ALL HOBBIES AND SPORTS IN WHICH YOU ARE ACTIVE OR HAVE ACTIVELY PARTICIPATED. INDICATE YOUR PROFICIENCY IN EACH | |
| | |
| 2. INDICATE ANY SPECIAL QUALIFICATIONS, RESULTING FROM EXPERIENCE OR TRAINING, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION OR TYPE OF WORK | |
| | |
| 3. EXCLUDING EQUIPMENT NOTED IN SECTION X, LIST ANY SPECIAL SKILLS YOU POSSESS RELATING TO OTHER EQUIPMENT OR MACHINES SUCH AS OPERATION OF SHORTWAVE RADIO, MULTILITH, TURRET LATHE, SCIENTIFIC AND PROFESSIONAL DEVICES, ETC. | |
| | |
| 4. IF YOU ARE A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION (<i>Pilot, Electrician, Radio Operator, Teacher, Lawyer, CPA, Medical Technician, etc.</i>), INDICATE THE KIND OF LICENSE OR CERTIFICATE, NAME OF ISSUING STATE, AND REGISTRY NUMBER, IF KNOWN. | |
| | |
| 5. FIRST LICENSE OR CERTIFICATE (<i>Year of issue</i>) | 6. LATEST LICENSE OR CERTIFICATE (<i>Year of issue</i>) |

SECRET

SECRET

(When Filled In)

SECTION X CONTINUED FROM PAGE 8

7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR (Do not submit copies unless requested). INDICATE TITLE, PUBLICATION DATE, AND TYPE OF EDITING, ILLUSTRATION, SCIENTIFIC WRITING, GENERAL INTEREST SUBJECTS, NOVELS, SHORT STORIES, ETC.)

8. INDICATE ANY DEVICES WHICH YOU HAVE INVENTED AND STATE WHETHER OR NOT THEY ARE PATENTED

9. LIST ANY PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE

10. LIST ANY PROFESSIONAL, ACADEMIC OR HONORARY ASSOCIATIONS OR SOCIETIES IN WHICH YOU ARE NOW OR WERE FORMERLY A MEMBER. LIST ACADEMIC HONORS YOU HAVE RECEIVED.

SECTION XI ORGANIZATION WORK EXPERIENCE - SINCE LAST COMPLETION OF A PERSONNEL QUALIFICATIONS QUESTIONNAIRE

| | | |
|---|---|---|
| 1. INCLUSIVE DATES (From and To) | 2. GRADE | 3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT |
| March 1947 - December 1949 | 13 | WH Division - DDP |
| 4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION | 5. OFFICIAL POSITION TITLE | |
| Seven | Chief of Station - Intelligence Officer | |
| 6. DESCRIPTION OF DUTIES | | |
| Collecting and supervising collection of intelligence as Chief of Station | | |
| 1. INCLUSIVE DATES (From and To) | 2. GRADE | 3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT |
| January 1950 - June 1950 | 13 | WH Division - DDP |
| 4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION | 5. OFFICIAL POSITION TITLE | |
| 12 | Branch Chief - Intelligence Officer | |
| 6. DESCRIPTION OF DUTIES | | |
| Supervising and directing the collection and dissemination of intelligence information as Branch Chief | | |
| 1. INCLUSIVE DATES (From and To) | 2. GRADE | 3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT |
| June 1950 - December 1951 | 14 | Office of Inspection & Security |
| 4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION | 5. OFFICIAL POSITION TITLE | |
| 5 | Chief, Alien Affairs Branch | |
| 6. DESCRIPTION OF DUTIES | | |
| Liaison with Immigration and Naturalization Service and passport and Visa Divisions of Department of State in relation to aliens of operational interest. Facilitating entry and exit and naturalization. | | |
| 1. INCLUSIVE DATES (From and To) | 2. GRADE | 3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT |
| January 1952 - April 1954 | 14 | WH Division - DDP |
| 4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION | 5. OFFICIAL POSITION TITLE | |
| 7 | Chief of Station - Intelligence Officer | |
| 6. DESCRIPTION OF DUTIES | | |
| Supervising collection and collecting intelligence as Chief of Station | | |
| 1. INCLUSIVE DATES (From and To) | 2. GRADE | 3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT |
| June 1954 - 10 April 1955 | 14 | Office of Security |
| 4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION | 5. OFFICIAL POSITION TITLE | |
| None | Intelligence Officer | |
| 6. DESCRIPTION OF DUTIES | | |
| Conducting special investigations for the Director of Security | | |

(See page 6)

(Use additional pages if required)

SECRET

5

SECRET
(When Filled In)

| SECTION XII CHILDREN AND OTHER DEPENDENTS | | | | | | |
|--|--------------|---------------|---|---|-------------|------------------|
| 1. NUMBER OF CHILDREN (including stepchildren and adopted children) WHO ARE UNMARRIED, UNDER 21 YEARS OF AGE, AND ARE NOT SELF-SUPPORTING. | | | 2. NUMBER OF OTHER DEPENDENTS (including spouse, parents, stepchildren, sister, etc.) WHO DEPEND ON YOU FOR AT LEAST 90% OF THEIR SUPPORT, OR, CHILDREN OVER 21 YEARS OF AGE WHO ARE NOT SELF-SUPPORTING. | | | |
| 3. PROVIDE THE FOLLOWING INFORMATION FOR ALL CHILDREN AND DEPENDENTS | | | | | | |
| NAME | RELATIONSHIP | YEAR OF BIRTH | SEX | | CITIZENSHIP | ADDRESS |
| | | | M | F | | |
| Frances P. O'Neal | Wife | 1920 | | X | USA | Chevy Chase, Md. |
| | | | X | | USA | Chevy Chase, Md. |
| | | | | X | USA | Chevy Chase, Md. |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

ADDITIONAL COMMENT AND/OR CONTINUATION OF PRECEDING ITEMS

From 10 April 1955 to present I have been Chief of the Special Investigations Division of the Counter Intelligence Staff DDP conducting investigations and supervising five officers and four clerical employees in relation to investigations of a sensitive nature involving operational security matters.

DATE COMPLETED 24 January 1959

SIGNATURE OF EMPLOYEE *Birch D. O'Neal*
BIRCH D. O'NEAL

SECRET

APPLICATION FOR FEDERAL EMPLOYMENT

INSTRUCTIONS—Answer every question fully and completely. Type or write on one side of the paper. If you are applying for a position in the United States Civil Service exam, read the examination and selection instructions in the examination announcement. Mail this application to the office named in the announcement. Be sure to mail to the same office any other forms required by the announcement. Notify the office with which you file this application of any change in your address.

| | | |
|-----------------|--|--|
| APPLICATION NO. | 1. Name of examination, or kind of position applied for. | |
| | 2. Optional subject (if mentioned in examination announcement) | |
| | 3. Place of employment applied for: | |
| | 4. Mr. (Print name) (Middle) (Surname, if any) (Last) Mr. John L. Smith | |
| | 5. Street and number or R. D. number: 402 Pine Street | |
| | City or post office (including postal zone), and State: Birmingham, Ala. | |
| | 6. Legal or voting residence (State): Alabama | |
| | 7. Office phone No.: 212 | |
| | 8. Place of birth, city and State; if born outside U. S., name city and country: Birmingham, Georgia | |
| | 9. Date of birth (month, day, year): June 1, 1917 | |
| ANNOUNCEMENT | 10. Age last birthday: 29 | |
| | 11. <input type="checkbox"/> Male <input type="checkbox"/> Female | |
| | 12. <input type="checkbox"/> Married <input type="checkbox"/> Single | |
| | 13. Height without shoes: 5 feet 11 inches | |
| | Weight: 155 pounds | |
| | 14. Have you ever been employed by the Federal Government? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If now employed by the Federal Government, give present grade and date of last change in grade | |
| | SELECTION NO. | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

DO NOT WRITE IN THIS BLOCK For Use of Civil Service Commission Only

| | | |
|--|--|---|
| <input type="checkbox"/> Appor. <input type="checkbox"/> Non appor. | <input type="checkbox"/> Material <input type="checkbox"/> Submitted <input type="checkbox"/> Returned | <input type="checkbox"/> Entered register. |
| Questions: | | App. Review: |
| Approved: | | |
| OPTION | GRADE | EARNED RATING |
| | | <input type="checkbox"/> 5 points (best) <input type="checkbox"/> 10 points <input type="checkbox"/> 15 points <input type="checkbox"/> 20 points <input type="checkbox"/> 25 points <input type="checkbox"/> 30 points <input type="checkbox"/> 35 points <input type="checkbox"/> 40 points <input type="checkbox"/> 45 points <input type="checkbox"/> 50 points <input type="checkbox"/> 55 points <input type="checkbox"/> 60 points <input type="checkbox"/> 65 points <input type="checkbox"/> 70 points <input type="checkbox"/> 75 points <input type="checkbox"/> 80 points <input type="checkbox"/> 85 points <input type="checkbox"/> 90 points <input type="checkbox"/> 95 points <input type="checkbox"/> 100 points |
| INITIALS AND DATE | | |

| | | | |
|--|--|-----|----|
| Indicate "Yes" or "No" answer by placing X in proper column | | YES | NO |
| 18. (a) Would you accept short-term appointment, if offered, for— | | | |
| 1 to 3 months? | | | X |
| 3 to 6 months? | | | X |
| 6 to 12 months? | | | X |
| (b) Would you accept appointment, if offered— | | | |
| to Washington, D. C.? | | X | |
| anywhere in the United States? | | X | |
| outside the United States? | | X | |
| 18. (c) If you will accept appointment in certain locations ONLY, give acceptable locations. | | | |
| (d) What is the lowest entrance salary you will accept: \$6000 per year. | | | |
| You will not be considered for positions paying less. | | | |
| (e) If you are willing to travel, specify: | | | |
| <input type="checkbox"/> Occasionally <input checked="" type="checkbox"/> Frequently <input type="checkbox"/> Constantly | | | |

19. **EXPERIENCE**—You are requested to furnish all information asked for below in sufficient detail to enable the Civil Service Commission and the appointing officers of agencies to determine your qualifications for the position for which you are applying. In the spaces provided below describe EVERY position you have held. Use a separate line for EACH position. You may also include any pertinent facts of your military or organizational activity which you have performed, either with or without compensation, showing the number of hours per week and weeks per year in which you were engaged in such activity. Start with your PRESENT position and work back, accounting for all periods of unemployment. Explain clearly the principal facts which you performed in each position. Describe your experience in the Armed Services in question 17 (Military Experience).

(a) If you were ever employed in any position under a name different from that shown in item 4 of this application, give under "Description of your work" for each position, the name used.

(b) If you have never been employed or are now unemployed, indicate that fact in the space provided below for "Present Position."

| | |
|---|--|
| PRESENT POSITION | |
| Date of employment (Month, year) From: June 1, 1946 To present time | Exact title of your present position: Attorney-at-law |
| Place of employment (city and State): Birmingham, Georgia | Salary or earnings: Starting \$ — per Present \$ — per |
| Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment, and division: Self | Description of your work: General law practice |
| Kind of business or organization (e. g., wholesale sale, insurance agency, etc.): Attorney-at-law | |
| Number and kind of employees supervised by you: 1 - Secretary | |
| Name and title of immediate supervisor: Not applicable | |
| Reason for desiring to change employment: To enter Federal Service | |

(CONTINUED ON NEXT PAGE)

1A. CONTINUED

| | | | | | |
|---|--|---|--|---|--|
| Dates of employment (Month, year) From <u>10/1/54</u> To <u>10/1/55</u> | | Exact title of your position <u>Special Agent</u> | | Salary or earnings Starting \$ <u>100</u> per <u>month</u> Final \$ <u>100</u> per <u>month</u> | |
| Place of employment (city and State): <u>Washington, D.C.</u> | | Description of your work: <u>For most of the year 1954, I was assigned to the collection of evidence in connection with the investigation of the case of the murder of the late Senator Robert F. Kennedy.</u> | | | |
| Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment and division: <u>Federal Bureau of Investigation</u> | | | | | |
| Kind of business or organization (e. g., wholesale silk, insurance agency, city of locks, etc.): <u>Law enforcement</u> | | | | | |
| Number and kind of employees supervised by you: <u>(0 to 50), investigative & clerical</u> | | | | | |
| Name and title of immediate supervisor: <u>J. E. Hoover</u> | | | | | |
| Reason for leaving: <u>To return to practice of law.</u> | | | | | |
| Dates of employment (Month, year) From <u>10/1/55</u> To <u>10/1/56</u> | | Exact title of your position | | Salary or earnings Starting \$ <u>100</u> per <u>month</u> Final \$ <u>100</u> per <u>month</u> | |
| Place of employment (city and State): | | Description of your work: | | | |
| Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment and division: | | | | | |
| Kind of business or organization (e. g., wholesale silk, insurance agency, city of locks, etc.): | | | | | |
| Number and kind of employees supervised by you: | | | | | |
| Name and title of immediate supervisor: | | | | | |
| Reason for leaving: | | | | | |
| Dates of employment (Month, year) From <u>10/1/56</u> To <u>10/1/57</u> | | Exact title of your position | | Salary or earnings Starting \$ <u>100</u> per <u>month</u> Final \$ <u>100</u> per <u>month</u> | |
| Place of employment (city and State): | | Description of your work: | | | |
| Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment and division: | | | | | |
| Kind of business or organization (e. g., wholesale silk, insurance agency, city of locks, etc.): | | | | | |
| Number and kind of employees supervised by you: | | | | | |
| Name and title of immediate supervisor: | | | | | |
| Reason for leaving: | | | | | |
| Dates of employment (Month, year) From <u>10/1/57</u> To <u>10/1/58</u> | | Exact title of your position | | Salary or earnings Starting \$ <u>100</u> per <u>month</u> Final \$ <u>100</u> per <u>month</u> | |
| Place of employment (city and State): | | Description of your work: | | | |
| Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment and division: | | | | | |
| Kind of business or organization (e. g., wholesale silk, insurance agency, city of locks, etc.): | | | | | |
| Number and kind of employees supervised by you: | | | | | |
| Name and title of immediate supervisor: | | | | | |
| Reason for leaving: | | | | | |

If more space is required, use a continuation sheet and indicate this title. Attach to this Form No. 50 or a sheet of paper the same size as this. Write on each sheet your name, address, date of birth, and estimate this title. Attach to this.

[illegible]

1. First Special Service School attended

Location: _____

Dates attended (month, year): _____

From _____ To _____

Rating received at end of this training: _____

(a) Duty assignment before this training (give all important changes in duty assignment whether or not you attended a Service School): _____

(b) What did you do during this duty assignment? _____

Dates of duty assignment (month, year): _____

From _____ To _____

2. Second Special Service School attended

Location: _____

Dates attended (month, year): _____

From _____ To _____

Rating received at end of this training: _____

(a) Duty assignment before this training: _____

(b) What did you do during this duty assignment? _____

Dates of duty assignment (month, year): _____

From _____ To _____

List on a separate sheet of paper any additional experience, training, service, or special duty assignments during military service or hospitalization.

10. EDUCATION - Circle highest grade completed:

1 2 3 4 5 6 7 8 9 10 11 12

Mark (a) the appropriate box to indicate satisfactory completion of:

☐ Elementary School ☐ Junior High School ☐ Senior High School

(a) Name and Location of College or University _____ Major _____

Dates Attended: From _____ To _____ Years Completed: Day _____ Night _____ Degrees Conferred: Title _____ Date _____ Semester Hours Credit _____

(b) List Your Chief Undergraduate College Subjects _____ Semester Hours _____

(c) List Your Chief Graduate College Subjects _____ Semester Hours _____

(d) Other training such as vocational, business study courses given through the Armed Forces Institute (show name and location of school), or "in-service training" in a Federal agency: _____

14 years P.R.I. training SC.001 for Special Agents

Approximately five P.R.I. "in-service" trainings of the

18. Indicate your knowledge of foreign languages

| Language | READING | | | SPEAKING | | | UNDERSTANDING | | |
|----------|---------|------|------|----------|------|------|---------------|------|------|
| | Ext. | Good | Fair | Ext. | Good | Fair | Ext. | Good | Fair |
| Spanish | | | | | | | | | |
| French | | | | | | | | | |

(a) How was your knowledge of foreign languages acquired? _____

(b) If you have worked or resided in any foreign countries, indicate (1) names of countries (2) dates and length of time spent there and (3) reason for purpose (e.g., business, education, recreation): _____

20. List any special tools you possess and machine and equipment you can use with operation of short-wave radio, multi-lith, computer, key punch, turret lathe, acetone or professional device: _____

21. Are you now or have you ever been a licensee or certified member of any trade or profession (such as pilot, electrician, radio operator, teacher, lawyer, CPA, etc.)? ☒ Yes ☐ No Give kind of license and State: _____

First license or certificate (year): 1937 _____

Latest license or certificate (year): 1947 _____

22. Give any special qualifications not covered elsewhere in your statement such as: (a) your more important publications (do NOT submit copies unless requested) (b) your patents or inventions (c) public speaking and public relations experience (d) membership in professional or scientific societies, etc.

"I have extensive public relations experience in the field of public relations, particularly in the field of public relations in the field of public relations."

23. FURNISH 1. a three page form living in the United States or Territories of the United States who have not been previously employed by the Government of the United States or Territories of the United States. Do not repeat names of employers previously employed by you.

| FULL NAME | BUSINESS OR HOME ADDRESS (Give complete address including street and number) | BUSINESS OR OCCUPATION |
|--------------------|---|---|
| 1. J. Edgar Hoover | Washington, D. C. | Director, Federal Bureau of Investigation |
| 2. J. Edgar Hoover | Washington, D. C. | Director, Federal Bureau of Investigation |
| 3. J. Edgar Hoover | Washington, D. C. | Director, Federal Bureau of Investigation |

24. May inquiry be made of your present employer regarding your character, qualifications, etc? ☐ Yes ☐ No

Indicate "Yes" or "No" answer by placing **X** in proper column.

| YES | NO |
|-----|----|
| | |

25. Are you a citizen of the United States?

26. Do you subscribe or have you ever subscribed, or are you now or have you ever been a member of any organization that advocates the overthrow of the Government of the United States by force or violence?

If your answer is "Yes," give complete details in Item 38.

27. Within the past 12 months, have you habitually used intoxicating beverages to excess?

28. Since your 18th birthday, have you ever been convicted or fined, or imprisoned, or placed on probation, or have you ever been ordered to deposit bail, for the violation of any law, public regulation, or ordinance, or for failing to obey traffic regulations for which a fine of \$25 or less was imposed?

If your answer is "Yes," list all such cases under Item 38 below. Give in each case: (1) the date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed; (5) any other disposition of the case. If appointed your fingerprints will be taken.

29. Have you ever been discharged or forced to resign for misconduct or cause? If your answer is "Yes," give in Item 38 the name and address of employer, date, and cause in each case.

30. Do you receive an annuity from the U. S. or D. C. Government under any retirement act for any period of official compensation for military or naval service?

If your answer is "Yes," give in Item 38 reason for retirement, that is, type, optional, disability, or by reason of voluntary or involuntary separation after 5 years' service; amount of retirement pay; and under what retirement act, and rating if retired from military or naval service.

31. Are you an official or employee of any State, Territory, county or municipality?

If your answer is "Yes," give details in Item 38.

32. Does the U. S. Government employ you in a civilian capacity any relative of yours (by blood or marriage) with whom you live or have lived within the past 6 months?

If your answer is "Yes," show in Item 38 for EACH such relative: (1) full name; (2) present address; (3) relationship; (4) department or agency by whom employed; and (5) kind of appointment.

33. Have you ever had a nervous break-down?

If your answer is "Yes," give complete details in Item 38.

34. Have you ever had tuberculosis?

If your answer is "Yes," give complete details in Item 38.

35. Sign or check answers to other questions (indicate item numbers to which answers apply).

| ITEM No. | ITEM No. |
|----------|----------|
| | |

If more space is required, use paper the same size as this page. Write on each sheet your name, address, date of birth, and examination title. Attach to back of this page.

FALSE STATEMENT ON THIS APPLICATION IS PUNISHABLE BY LAW, U. S. CODE, TITLE 18, SECTION 1001.

I certify that the statements made by me in this application are true, correct, and correct by the best of my knowledge and belief, and are made in good faith.

Date: 1947

Signature of applicant: J. Edgar Hoover

When made in ink (and given name and address) If female, print Miss or Mrs. and married use your own name.

THIS SPACE FOR USE OF APPOINTING OFFICE ONLY

The information contained in the answers to Question 16 above has been verified by comparison with the discharge certificate on _____ 19____.

Agency: _____ Title: _____

00000

SECRET

TO : Security Officer, GSO

Date: 20 February 1950

FROM : COMZIO

SUBJECT: Communications Debriefing of Birch D. O'Neal

The above named individual has been debriefed by this office and a copy of the debriefing statement is attached for inclusion in the individual files.

FOR THE CHIEF, COMMUNICATIONS DIVISION:



cc with Attachment:

SED ✓
CTD

SECRET

SECRET

CENTRAL INTELLIGENCE AGENCY

COMMUNICATIONS DIVISION

SIGNAL SECURITY AND CONTROL SECTION

COMMUNICATIONS DEPARTMENT

I, BIRCH D. O'NEAL, do solemnly swear (or affirm) not to divulge any classified information concerning the communications of the Central Intelligence Agency as to organization, personnel, location, methods of operation, cryptographic systems, communications channels and facilities used.

I do further solemnly swear (or affirm) that I shall not discuss, divulge, publish or cause to be published any information concerning the cryptographic facilities, systems, or procedures employed by other United States Government Departments or Agencies of which I am cognizant by virtue of my communications duties with C.I.A.

I do further swear (or affirm) that I shall not discuss, divulge, publish or cause to be published any classified information or intelligence of which I am cognizant by virtue of my communications duties with CIA unless specifically authorized in writing in each case by the Director of Central Intelligence.

I have read the provisions of the Espionage Act and understand that after covering my relations with the Communications Division, C.I.A., I am still bound by that Act and if it is violated, I am subject to its penalties.

I do further solemnly swear (or affirm) that no classified papers, booklets, material, or equipment remain in my possession and that all communications property, classified and unclassified, have been returned to the proper authorities of Communications Division, C.I.A.

I take this obligation freely, without any mental reservation or purpose of evasion.

Signed:

Birch D. O'Neal

Dated:

20 February 1950

Witness:

Charles A. Pooley

Position:

Chief Security Section

Date:

20 February 1950

SECRET

PERSONAL HISTORY STATEMENT

Instructions:

1. Answer all questions *completely*. If question does not apply write "not applicable." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use a separate sheet for extra details on *any* question or questions for which you do not have sufficient room.
2. Attach 2 recent passport size pictures to this form, date taken written on the back of each.
3. Type, print or write carefully; illegible or incomplete forms will *not* receive consideration.

HAVE YOU READ AND UNDERSTOOD THE INSTRUCTIONS? **Yes**

Yes or No

SEC. 1. PERSONAL BACKGROUND

A. FULL NAME ^{Mr.} ~~Mr.~~ Birch Dilworth O'Neal TELEPHONE 312J

PRESENT ADDRESS 402 Pine St. Bainbridge Georgia U.S.A.
St. & No. City State Country

LEGAL RESIDENCE 402 Pine St. Bainbridge Georgia U.S.A.
St. & No. City State Country

B. NICKNAME **None** ANY OTHER NAMES THAT YOU HAVE USED **None**

UNDER WHAT CIRCUMSTANCES HAVE YOU EVER USED THESE NAMES? **Not applicable**

HOW LONG? **Not applicable** IF A LEGAL CHANGE, GIVE PARTICULARS **Not applicable**
When

Not applicable **Not applicable**
Where By What Authority?

C. DATE OF BIRTH June 1, 1913 PLACE OF BIRTH Bainbridge Georgia U.S.A.
City State Country

RACIAL ORIGIN THROUGH MOTHER Anglo-Saxon THROUGH FATHER ANGLO-SAXON

D. PRESENT CITIZENSHIP U.S.A. BY BIRTH? YES BY MARRIAGE? **Not applicable**

BY NATURALIZATION CERTIFICATE # **Not applicable** ISSUED **Not applicable** **Not applicable**
Date Court

AT **Not applicable**
City State Country

HAVE YOU HAD A PREVIOUS NATIONALITY? **No** WHAT? **Not applicable**

HELD BETWEEN W. & DATES? **Not applicable** ANY OTHER NATIONALITY? **No**

GIVE PARTICULARS: Not applicable

HAVE YOU TAKEN STEPS TO CHANGE PRESENT CITIZENSHIP? No

GIVE PARTICULARS:

Not applicable

E. LAST U.S. PASSPORT: NUMBER, DATE AND PLACE OF ISSUE Issued Washington
D. C. 1942 actual date of issuance and number unknown.

HOW MANY OTHER U.S. PASSPORTS HAVE YOU HAD? one GIVE APPROXIMATE DATES:

Was issued latter part of January or first part of February 1942
at Washington D. C.

PASSPORTS OF OTHER NATIONS? None

F. IF BORN OUTSIDE U.S. WHEN DID YOU FIRST ARRIVE IN THIS COUNTRY? Not applicable

PORT OF ENTRY? ON PASSPORT OF WHAT COUNTRY?

LAST U.S. VISA

Number

Type

Place of Issue

Date of Issue

SEC. 2. PHYSICAL DESCRIPTION

AGE 33 SEX Male HEIGHT 6 feet 1 in. WEIGHT 185
EYES Brown HAIR Brown COMPLEXION Medium SCARS cut scar
left cheek
appendectomy
BUILD Slender OTHER DISTINGUISHING FEATURES None

SEC. 3. FATHER (Give the same information for Step-father and/or guardian on a separate sheet)

FULL NAME Maston Emmett O'Neal
First Middle Last
LIVING OR DECEASED Living DATE OF DECEASE CAUSE
PRESENT, OR LAST, ADDRESS 402 Pine St. Bainbridge, Ga. U.S.A.
St. & No. City State Country
DATE OF BIRTH March 24, 1875 PLACE OF BIRTH Bainbridge, Ga. U.S.A.
City State Country
CITIZENSHIP U.S.A. WHEN ACQUIRED? At Birth WHERE? Bainbridge, Ga. U.S.A.
City State Country
OCCUPATION Attorney at Law LAST EMPLOYER Self
County Court House
EMPLOYER'S OR OWN BUSINESS ADDRESS Bainbridge, Ga. U.S.A.
St. & No. City State Country
MILITARY SERVICE FROM None TO BRANCH OF SERVICE None
Date Date
COUNTRY None DETAILS OF OTHER GOV'T SERVICE, U.S. OR FOREIGN
Solicitor of Court of Bainbridge, Ga. 1904 to present
excepting 1928 to 1932.

SEC. 4. MOTHER (Give details for Step-mother on a separate sheet)

FULL NAME **Bessie Birch Matthews** **O'Neal**
First Maiden Last
 LIVING OR DECEASED **Living** DATE OF DECEASE CAUSE
 PRESENT OR LAST ADDRESS **402 Pine St. Bainbridge Georgia U.S.A.**
St. & No. City State Country
 DATES OF BIRTH **May 23, 1885** PLACE OF BIRTH **Thomaston Georgia U. S. A.**
At City State Country
 CITIZENSHIP **U. S.** WHEN ACQUIRED? **Birth** WHERE? **Thomaston Ga. U. S. A.**
City State Country
 OCCUPATION **Housewife and parttime music teacher** LAST EMPLOYER **self**
 EMPLOYER'S OR OWN BUSINESS ADDRESS **402 Pine St. Bainbridge Ga. U. S. A.**
St. & No. City State Country
 DETAILS OF GOV'T SERVICE, U.S. OR FOREIGN **None**

SEC. 5. BROTHERS AND SISTERS (Including half-, step-, and adopted brothers and sisters)

FULL NAME **Maston Emmett C'Neal Jr.**
First Middle Last
 PRESENT ADDRESS **551 Academy St. Bainbridge Georgia U.S.A.**
St. & No. City State Country
 FULL NAME **Allan** **Matthews** **O'Neal**
First Middle Last
 PRESENT ADDRESS **UNKNOWN** **King of Prussia Pennsylvania U.S.A.**
St. & No. City State Country
 FULL NAME **Mrs. Elisabeth Ann** **O'Neal** **Plowden**
First Middle Last
 PRESENT ADDRESS **202 College St. Bainbridge Georgia U. S. A.**
St. & No. City State Country

SEC. 6. MARITAL STATUS

A. SINGLE **No** MARRIED **Yes** DIVORCED **No** WIDOWED **No**

STATE DATE, PLACE AND REASON FOR SEPARATION OR DIVORCE

Neither separated nor divorced.

B. WIFE OR HUSBAND (IF YOU HAVE BEEN MARRIED MORE THAN ONCE USE A SEPARATE SHEET FOR FORMER WIFE OR HUSBAND AND GIVE REQUIRED DATA FOR ALL PREVIOUS MARRIAGES)

NAME **Gladys Frances** **Pauly** **O'Neal** PLACE **Tulsa Okla.**
First Middle; (for wife, maiden) Last DATE OF MARRIAGE **3/27/45**
 (HER OR HIS) ADDRESS BEFORE MARRIAGE **227 E. 27th Place, Tulsa, Okla. USA**
St. & No. City State Country
 LIVING OR DECEASED **Living** DATE OF DECEASE CAUSE
 PRESENT OR LAST ADDRESS **402 Pine St. Bainbridge Ga. U. S. A.**
St. & No. City State Country

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SEC. 6. MARITAL STATUS (Cont'd)

DATE OF BIRTH April 30, 1920 PLACE OF BIRTH Glennpool, Okla., USA
City State Country
 RACIAL ORIGIN THROUGH FATHER French and German THROUGH MOTHER French and English
 CITIZENSHIP USA WHEN ACQUIRED? At Birth WHERE? Glennpool, Okla., USA
City State Country
 OCCUPATION Housewife LAST EMPLOYER U.S. Foreign Service
 EMPLOYER'S OR OWN BUSINESS ADDRESS Dept. of State, Washington D. C.
St. & No. City State Country
 MILITARY SERVICE FROM None TO Date Date BRANCH OF SERVICE
 COUNTRY DETAILS OF OTHER GOV'T. SERVICE, U.S. OR FOREIGN
 Only government or foreign service has been as a clerk in the U. S. Foreign Service assigned to U.S. Embassy, Mexico City, 1941-1945.

SEC. 7. FATHER-IN-LAW

FULL NAME Frank Robert Pauly
First Middle Last
 LIVING OR DECEASED Living DATE OF DECEASE
 PRESENT, OR LAST, ADDRESS 220 E. 27th Place Tulsa, Oklahoma, USA
St. & No. City State Country
 RACIAL ORIGIN French and German BIRTH 2/4/92 Edmond, Okla., USA
Date City Country
 CITIZENSHIP U.S.A. WHEN ACQUIRED? At Birth WHERE? Edmond, OKLA., USA
City State Country

SEC. 8. MOTHER-IN-LAW

FULL NAME Grace Gladys Merchant Pauly
First Maiden Last
 LIVING OR DECEASED Living DATE OF DECEASE
 PRESENT, OR LAST, ADDRESS 220 E. 27th Place Tulsa, Oklahoma, USA
St. & No. City State Country
 RACIAL ORIGIN French and English BIRTH August 4, 1891 LaFayette, Ind., USA
Date City Country
 CITIZENSHIP USA WHEN ACQUIRED? At Birth WHERE? LaFayette, Indiana, USA
City State Country

SEC. 9. CHILDREN OR DEPENDENTS (Include partial dependents)

NAME None RELATIONSHIP AGE
 NATIONALITY ADDRESS
St. & No. City State Country
 NAME RELATIONSHIP AGE
 NATIONALITY ADDRESS
St. & No. City State Country
 NAME RELATIONSHIP AGE
 NATIONALITY ADDRESS
St. & No. City State Country

SEC. 10. RELATIVES BY BLOOD OR MARRIAGE OR ADOPTION, WHO ARE ABROAD, ARE UNDER THE JURISDICTION OF A FOREIGN POWER ARE NOT CITIZENS OF THE UNITED STATES, OR ARE MARRIED TO NON-CITIZENS:

NONE

NAME RELATIONSHIP AGE

NATIONALITY ADDRESS
St. & No. City State Country

REASON FOR LISTING UNDER THIS QUESTION

NAME RELATIONSHIP AGE

NATIONALITY ADDRESS
St. & No. City State Country

REASON FOR LISTING UNDER THIS QUESTION

NAME RELATIONSHIP AGE

NATIONALITY ADDRESS
St. & No. City State Country

REASON FOR LISTING UNDER THIS QUESTION

SEC. 11. RELATIVES BY BLOOD OR MARRIAGE, IN MILITARY, NAVAL OR OTHER GOV'T SERVICE—U.S. OR FOREIGN:

NAME None RELATIONSHIP AGE

NATIONALITY ADDRESS
St. & No. City State Country

TYPE AND LOCATION OF SERVICE (IF KNOWN)

NAME RELATIONSHIP AGE

NATIONALITY ADDRESS
St. & No. City State Country

TYPE AND LOCATION OF SERVICE (IF KNOWN)

NAME RELATIONSHIP AGE

NATIONALITY ADDRESS
St. & No. City State Country

TYPE AND LOCATION OF SERVICE (IF KNOWN)

SEC. 12. GIVE FIVE CHARACTER REFERENCES—IN THE U.S.—(Give business addresses where possible)

NAME: Mr. Robert R. Gunn ADDRESS Milledge Ave. Athens Ga.
St. & No. City State

NAME: Mr. A.B. Conger ADDRESS O'Neal Building Bainbridge, Ga.
St. & No. City State

NAME: Mr. M.C. Barwick ADDRESS C&S Building Atlanta Ga.
St. & No. City State

NAME: Mr. R. G. Ledy ADDRESS
St. & No. City State

NAME: Mr. Arthur M. Thurston ADDRESS
St. & No. City State

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SEC. 13. NAMES OF 5 PERSONS WHO KNOW YOU SOCIALLY IN THE UNITED STATES. NOT REFERENCES OR EMPLOYERS—(Give business addresses where possible)

| | |
|-------------------------------|---|
| 1. NAME Mr. Giuseppe L. Lotti | ADDRESS: 1111 1st St., Washington, D.C. |
| 2. NAME Mr. W. G. Hill | ADDRESS: 1011 1st St., Washington, D.C. |
| 3. NAME Mr. J. J. L. Lotti | ADDRESS: 1111 1st St., Washington, D.C. |
| 4. NAME Mr. J. J. L. Lotti | ADDRESS: 1111 1st St., Washington, D.C. |
| 5. NAME Mr. J. J. L. Lotti | ADDRESS: 1111 1st St., Washington, D.C. |

SEC. 14. GIVE THREE NEIGHBORS AT YOUR LAST NORMAL RESIDENCE IN THE U.S.

| | |
|---------------------------|---|
| NAME: Mr. Clifford Rooten | ADDRESS: 106 South 1st St., Washington, D.C. |
| NAME: Mr. J. J. L. Lotti | ADDRESS: 700 Potomac Street, Washington, D.C. |
| NAME: Mr. J. J. L. Lotti | ADDRESS: 104 Pine Street, Washington, D.C. |

SEC. 15. EDUCATION

| | | |
|---|------------------------------|--------|
| SCHOOL: Bainbridge Grammar | ADDRESS: Bainbridge, Georgia | U.S.A. |
| DATES ATTENDED: 1919-1927 | DEGREE: Diploma | |
| SCHOOL: Bainbridge High | ADDRESS: Bainbridge, Georgia | U.S.A. |
| DATES ATTENDED: 1927-1931 | DEGREE: Diploma | |
| COLLEGE: University of Georgia | ADDRESS: Athens, Georgia | U.S.A. |
| DATES ATTENDED: 1931-1935 | DEGREE: A. B. | |
| COLLEGE: University of Georgia Law School | ADDRESS: Athens, Georgia | U.S.A. |
| DATES ATTENDED: 1935-1937 | DEGREE: LL.B. | |

SEC. 16. MILITARY, NAVAL OR OTHER GOV'T SERVICE — U.S. OR FOREIGN

| | | | |
|------------------|-------------------|---------------|--------------|
| U.S.A. | F. B. I. | Special Agent | 1931 - 1946 |
| Country | Service | Rank | Dates |
| Albany, New York | Serial No. | Volunteer | Com. Officer |
| Last Station | Type of discharge | | |
| REMARKS: | | | |

SEC. 17. SELECTIVE SERVICE

CLASSIFICATION 4A

ORDER NO. 814A

APPROX. INDUCTION DATE Unknown

BOARD NO. 1

ADDRESS Bainbridge, Georgia

IF DEFERRED, GIVE REASON Was deferred during the war upon request of The Federal Bureau of Investigation.

SEC. 18. HAVE YOU EVER BEEN DISCHARGED FROM ANY POSITION, OR LEFT UNDER CIRCUMSTANCES WHICH WERE NOT ENTIRELY FAVORABLE? PLEASE GIVE DETAILS:

No.

SEC. 19. MISCELLANEOUS

DID YOU EVER HAVE OR DO YOU NOW HAVE MEMBERSHIP IN, OR SUPPORT, ANY POLITICAL PARTY OR ORGANIZATION WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT IN THE UNITED STATES? No. IF "YES," EXPLAIN:

DO YOU USE, OR HAVE YOU USED INTOXICANTS? I have and do on occasions.

take a drink of intoxicating liquor socially but am not addicted to its use nor do I use it excessively.

HAVE YOU EVER BEEN ARRESTED, INDICTED OR CONVICTED FOR ANY VIOLATION OF LAW OTHER THAN A MINOR TRAFFIC VIOLATION? IF SO, STATE NAME OF COURT, CITY, STATE, COUNTRY, NATURE OF OFFENSE AND DISPOSITION OF CASE No.

SEC. 20. FINANCIAL BACKGROUND

ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY? Yes IF NOT, STATE SOURCES OF OTHER INCOME Not applicable

NAMES AND ADDRESSES OF BANKS WITH WHICH YOU HAVE ACCOUNTS

First State National Bank of Bainbridge, Georgia

HAVE YOU EVER BEEN IN BANKRUPTCY? No GIVE PARTICULARS

Not applicable

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SEC. 20. FINANCIAL BACKGROUND (Cont'd)

GIVE three CREDIT REFERENCES — IN THE U.S.

NAME: *Walter A. L. Co.* ADDRESS *1111 1st St. N.E., Atlanta, Ga.*
St. & No. City State

NAME: *General B. L. Co.* ADDRESS *1111 1st St. N.E., Atlanta, Ga.*
St. & No. City State

NAME: *Thelick Drug Co.* ADDRESS *1111 1st St. N.E., Atlanta, Ga.*
St. & No. City State

SEC. 21. CHRONOLOGICAL HISTORY OF EMPLOYMENT FOR PAST 10 YEARS. INCLUDE CASUAL EMPLOYMENT. INCLUDE ALSO PERIODS OF UNEMPLOYMENT. GIVE ADDRESS AND STATE WHAT YOU DID DURING PERIODS OF UNEMPLOYMENT. INCLUDE LAST 5 POSITIONS AND COVER AT LEAST 10 YEARS.

EMPLOYER *National Youth Administration* TITLE OF JOB *Assistant Librarian*
(work actually performed at)

ADDRESS *Univ. of Georgia, Athens, Washington D.C.* *U.S.A.*
St. & No. City State Country

YOUR DUTIES AND SPECIALTY *Attending and maintaining Law Library*

Funds disbursed by U.S. Dean Alton

KIND OF BUSINESS: *Government to aid deserving students.* NAME OF SUPERVISOR *Hosch*

FROM: *Sept. 1935* TO: *June 1937* SALARY: *\$20.00* PER *Month*

REASONS FOR LEAVING *This was merely temporary work which naturally terminated upon my graduation from Law School.*

EMPLOYER *Self* TITLE OF JOB *Attorney at Law*

ADDRESS *402 Pine Street* *Bainbridge* *Georgia* *U. S. A.*
St. & No. City State Country

YOUR DUTIES AND SPECIALTY *Actively engaged in the general practice of law*

KIND OF BUSINESS: *Law* NAME OF SUPERVISOR *Not Applicable*

FROM: *July 17, 1937* TO: *January 10, 1938* SALARY: *\$ applicable* PER *applicable*

REASONS FOR LEAVING *To accept appointment as Special Agent of F. B. I.*

U. S. Department of Justice

EMPLOYER *Federal Bureau of Investigation* TITLE OF JOB *Special Agent*

ADDRESS *Washington D. C.* *U. S. A.*
St. & No. City State Country

YOUR DUTIES AND SPECIALTY *Investigating violations of the laws of the U. S.*

KIND OF BUSINESS: *Law Enforcement* NAME OF SUPERVISOR *J. E. Hoover*

FROM: *Jan. 10, 1938* TO: *May 31, 1946* SALARY: *\$3200 to \$5600* PER *annua*

REASONS FOR LEAVING *to the practice of law*

SEC. 21 CHRONOLOGICAL HISTORY (Cont'd)

Accrued Annual Leave as a result of the above and expired Oct. 16, 1946
 EMPLOYER Self TITLE OF JOB Attorney-at-Law

ADDRESS 100 Pine St., Cambridge, Massachusetts St. & No. City State Country

YOUR DUTIES AND SPECIALTY General Law Practice

KIND OF BUSINESS: NAME OF SUPERVISOR

FROM: June, 1944 TO: Present SALARY \$ 4,000.00 PER

REASONS FOR LEAVING

EMPLOYER Not applicable TITLE OF JOB

ADDRESS St. & No. City State Country

YOUR DUTIES AND SPECIALTY

KIND OF BUSINESS: NAME OF SUPERVISOR

FROM: TO: SALARY \$ PER

REASONS FOR LEAVING

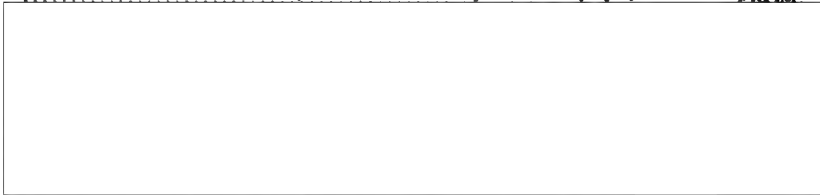
SEC. 22. RESIDENCES FOR THE PAST TEN YEARS

100 Hancock St., Athens, Georgia U.S.A. 1946 1947
 408 Pine St., Cambridge, Georgia U.S.A. FROM: 1947 TO: 1948
 St. & No. City State Country

William Len Hotel Memphis, Tennessee U.S.A. FROM: 1948 TO: 1949
 St. & No. City State Country

Beaux Arts Apartments, New York City U.S.A. FROM: 1949 TO: 1951
 St. & No. City State Country

Tudor City Apartments, New York City U.S.A. FROM: 1951 TO: 1954



1954 TO: 1955

1955 TO: 1956

1956 TO: 1957

1008 Fortner Road, Alexandria, Virginia U.S.A. FROM: 1957 TO: 1958
 St. & No. City State Country

Schuyler Heights Apts., Albany, New York U.S.A. Jan, 1946 June, 1948

SEC. 23. RESIDENCE OR TRAVEL OUTSIDE THE UNITED STATES

Guaymas, Sonora, Mexico U.S.A. DATES Apr. 1, 1944 TO June, 1944
 City or Section Country Purpose Month & Year Month & Year

Boquete, Chiriqui, Panama U.S.A. DATES Apr. 1, 1944 TO Aug. 1944
 City or Section Country Purpose Month & Year Month & Year

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SEC. 23. RESIDENCE OR TRAVEL (Cont'd)

| | | | | |
|-----------------|---------|---------|--------------|--------------|
| Mexico, D.F. | Mexico | Purpose | DATES | TO |
| City or Section | Country | | Month & Year | Month & Year |
| | | | DATES | TO |
| City or Section | Country | Purpose | Month & Year | Month & Year |
| | | | DATES | TO |
| City or Section | Country | Purpose | Month & Year | Month & Year |
| | | | DATES | TO |
| City or Section | Country | Purpose | Month & Year | Month & Year |

SEC. 24. CLUBS, SOCIETIES AND OTHER ORGANIZATIONS

LIST NAMES AND ADDRESSES OF ALL CLUBS, SOCIETIES, LABOR UNIONS, PROFESSIONAL SOCIETIES, EMPLOYEE GROUPS, ORGANIZATIONS OF ANY KIND (INCLUDE MEMBERSHIP IN OR SUPPORT OF ANY ORGANIZATION HAVING HEADQUARTERS OR BRANCH IN A FOREIGN COUNTRY) TO WHICH YOU HAVE BELONGED:

Society of former Special Agents of the
 Federal Bureau of Investigation, 300 Pine Street, New York City
 Name St. & No. City State Country
 Phi Delta Iki (Local Fraternity) Athens, Georgia
 Name St. & No. City State Country
 Kappa Alpha Order (Social Fraternity) Athens, Georgia
 Name St. & No. City State Country
 Blue Key Honor Fraternity Athens, Georgia
 Name St. & No. City State Country
 Name St. & No. City State Country
 Name St. & No. City State Country
 Name St. & No. City State Country
 Name St. & No. City State Country

SEC. 25. RELIGIOUS AFFILIATION

CHURCH OF ATTENDANCE First Presbyterian Church
 ADDRESS Elmwood, Georgia NAME OF MINISTER OR PRIEST Rev. William Stewart

SEC. 26. GENERAL QUALIFICATIONS

A. FOREIGN LANGUAGES (STATE DEGREE OR PROFICIENCY AS "SLIGHT" "FAIR" OR "FLUENT")

| | | | | | | |
|------------------|-------|--------|------|--------|-------|--------|
| LANGUAGE Spanish | SPEAK | FLUENT | READ | FLUENT | WRITE | FLUENT |
| LANGUAGE French | SPEAK | SLIGHT | READ | SLIGHT | WRITE | SLIGHT |
| LANGUAGE | SPEAK | | READ | | WRITE | |
| LANGUAGE | SPEAK | | READ | | WRITE | |
| LANGUAGE | SPEAK | | READ | | WRITE | |
| WRITE | | | | | | |

SEC. 26. GENERAL QUALIFICATIONS (Cont'd)

B. HAVE YOU ANY SPECIAL KNOWLEDGE OR TRAINING WITH RESPECT TO:

MOTOR VEHICLES? *silver car* AIRPLANES? *no* RADIO? *no*
(Excellent)
GIVE PARTICULARS

C. LIST all SPORTS AND HOBBIES WHICH INTEREST YOU; INDICATE DEGREE OF PROFICIENCY IN EACH.

...Hunting..... - *Excellent*
...Fishing..... - *Excellent*
...Swimming..... - *Excellent*
...Golf..... - *Fair*
...Tennis..... - *Fair*

D. HAVE YOU ANY QUALIFICATIONS, AS A RESULT OF TRAINING OR EXPERIENCE, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION?

Yes. I have had considerable supervisory and administrative experience in the intelligence field, having been in charge of all F.B.I. personnel in Colombia and Mexico while in those countries. In addition, I supervised from Washington the counter-intelligence work of the F.B.I. in many Latin American countries during 1945, and in 1946 administered the work of the Library, New York, Division of the F.B.I. as Assistant Special Agent in Charge. I feel qualified to undertake administrative work in foreign countries.

SEC. 27. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

NAME *Mrs. Alice E. O'Neal* RELATIONSHIP *Wife*

ADDRESS *404 Pine Street* *Atlanta* *Georgia*
St. & No. City State Country

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CONFIDENTIAL

TO : Chief, Communications
FROM : Chief, Personnel Security Branch
SUBJECT: O'Neal, Birch D.

DATE: 11/7/51

In reply to your memorandum this is to advise that Subject meets the current requirements for cryptographic clearance and is approved for such duties as of this date.

W.A. Osborne
W. A. OSBORNE *sp*

SED ✓

CONFIDENTIAL

SECURITY APPROVAL

CONFIDENTIAL *file*

To : Acting Chief, Personnel Division,
~~XXXXXXXXXXXXXXXXXXXX~~ Administrative Staff Date: 24 August 1950

From : Chief of Inspection and Security Staff Number: 30486

Subject: O'NEAL, Birch Dilworth - 30486

1. Note "X" below:

☐ Security approval is granted subject for access to classified information contingent upon the receipt of derogatory information at some future date.

☐ Provisional clearance for full duty with CIA is granted under the provisions of paragraph 4, Administrative Instruction 10-2, which provides for a temporary appointment pending the completion of full security investigation.

☐ Unless the applicant enters upon duty within 60 days from above date this approval becomes invalid.

2. Subject is currently on duty in I&SS. This is to record security reapproval of him.

*O.K.
P. Lane*

Ernest P. Gliss
 ERNEST P. GLISS
 Chief, Personnel Security ~~Division~~
 Branch

Rec'd 8-25-50

CONFIDENTIAL

~~CONFIDENTIAL~~

SECURITY OFFICE

Investigation Report

CONFIDENTIAL

(2)

Subject: O'NEAL, Birch D.

Date: 20 January 1947

To: ✓

Number: 80488

1. Investigation directed by: RHO
2. Sources of information:
3. Recommendations:

Security approval recommended, though subject
to the receipt of derogatory information at some
future date. Interview pending.

fgj

cc: Mr. Byron C. Jarvis

By

RHC

Security Officer

RL

ROBERT H. CUNNINGHAM

~~CONFIDENTIAL~~CONFIDENTIAL

14-00000

RECORD OF
PREVIOUS GOVERNMENT
SERVICE RETURNED TO
FEDERAL RECORDS CENTER IN
ST. LOUIS, MO.

DATE July 1971